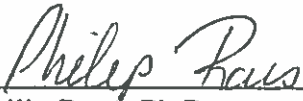


**Articulation Agreement**

Hagerstown Community College (HCC)  
Honors Program  
11400 Robinwood Drive  
Hagerstown, MD 21742

University of Maryland, Baltimore County (UMBC)  
Honors College  
1000 Hilltop Circle  
Baltimore, MD 21250

Entered into this 28<sup>th</sup> day of March, 2016

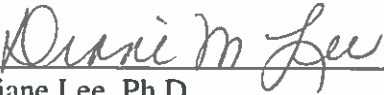


Philip Rous, Ph.D.  
Provost and  
Senior Vice President for Academic Affairs  
University of Maryland, Baltimore County

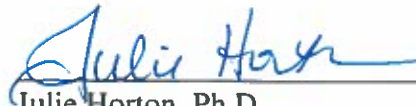


C. David Warner, Ed.D.  
Vice President of Academic Affairs  
Hagerstown Community College

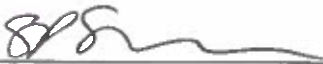
Read and Understood



Diane Lee, Ph.D.  
Dean, Vice Provost for  
Undergraduate and professional Education  
University of Maryland, Baltimore County



Julie Horton, Ph.D.  
Dean of Academic Services and Online  
Education  
Hagerstown Community College

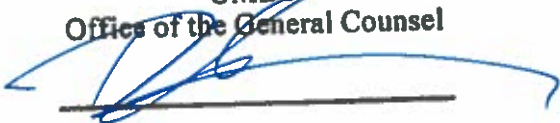


Simon Stacey, Ph.D.  
Director, Honors College  
University of Maryland, Baltimore County



Carol Rothstein  
Director of Instructional Support Services  
Hagerstown Community College

Approved for Legal Sufficiency  
UMBC  
Office of the General Counsel



This agreement is applicable for students enrolled at Hagerstown Community College upon the execution date of this agreement. This agreement may be modified by the mutual written consent of both parties. This agreement may be terminated by either party by giving notice six months in advance to the other party. Such termination will not affect the participation in the articulated programs of those Hagerstown Community College students who have been fully or conditionally admitted to UMBC.

Any notice to be given hereunder shall be given in writing by U.S. mail or via reputable overnight courier (e.g., Federal Express, DHL, etc.). Notice shall be deemed received upon delivery to the party to whom the notice is directed or to its agent, in the case of UMBC to: University of Maryland, Baltimore County, 1000 Hilltop Circle, Baltimore, Maryland 21250, Attn: Dr. Philip Rous, Provost, with copies to Dr. Diane Lee, Vice Provost Undergraduate and Professional Education, Dr. Yvette Mozie-Ross, Vice Provost, Enrollment Management, and Pamela Hawley, Acting University Registrar; and, in the case of Hagerstown Community College to: 11400 Robinwood Drive, Hagerstown, MD 21742 Attn: Dr. C. David Warner, Vice President of Academic Affairs (or designated representative). Notwithstanding the foregoing, in the event that this Agreement provides that any notice must be directed to a person other than the person designated for the receipt of notice in the preceding sentence, then notice must be directed to such other person in order to be effective hereunder.

This Agreement embodies the entire agreement and understanding among the parties hereto relating to the subject matter hereof and may not be changed orally, but only by an instrument in writing signed by all parties hereto. No representation, warranty, undertaking or covenant is made by any party hereto except as contained herein and any others are specifically disclaimed. This Agreement shall be governed by and construed in accordance with the internal laws of the State of Maryland (i.e., without regard to its conflicts of law rules). This Agreement shall be binding upon the parties hereto and their respective successors, but shall not inure to the benefit of any third party beneficiary. This Agreement and any rights hereunder may not be assigned by either party without the prior written consent of the other, and any purported assignment without consent, shall be null and void and of no effect whatsoever. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement.

This Articulation Agreement continues on the next page.

The Hagerstown Community College (HCC)  
Honors Program  
University of Maryland, Baltimore County (UMBC)  
Honors College

This agreement is initiated this day, March 28<sup>th</sup>, 2016, between Hagerstown Community College, hereafter "HCC" and University of Maryland, Baltimore County, hereafter "UMBC," to facilitate the transfer of students enrolled in the Honors Program at HCC to UMBC in pursuit of the Honors College Certificate.

**I. PURPOSE**

The purpose of this Articulation Agreement (the "Agreement") is to establish a collaboration between UMBC and Hagerstown Community College in an effort to facilitate the transfer and degree completion of students completing the Honors Program at HCC and intending to enroll in the Honors College at UMBC. This Agreement also serves as a Memorandum of Understanding between both institutions for the purpose of clarifying roles and responsibilities in this partnership.

In consideration of the mutual covenants and conditions expressed herein, the parties agree to the following:

**II. ACCEPTANCE OF CREDITS**

1. All courses meeting general education requirements at Hagerstown Community College will transfer and be applied toward the general education requirements at UMBC.
2. A maximum of 60 credits will transfer from the Hagerstown Community College, a 2-year degree-granting institution (a maximum of 65 credits will transfer for engineering majors). Coursework originating from non-partner institutions will be evaluated on a course by course basis.
3. Upon matriculation to UMBC, the Hagerstown Community College students must satisfy all general education, graduation and major requirements as outlined in the UMBC Undergraduate Catalog.
4. Hagerstown Community College students must complete a minimum of 30 credit hours at UMBC to earn a bachelor's degree.
5. UMBC requires a minimum of 120 credit hours to attain a bachelor's degree.

**III. ACADEMIC PLANNING**

1. Students should work closely with their academic advisor at the Hagerstown Community College to develop an academic plan to facilitate a seamless transition.
2. Students and advisors are encouraged to utilize a variety of advising resources including the UMBC Undergraduate Catalog, departmental websites, as well as ARTSYS (the USM online articulation database), to ascertain transferability of coursework.

#### **IV. ADMISSIONS**

1. The UMBC Admissions Committee evaluates transfer applicants on the basis of their academic record at previous institutions. Cumulative grade point average, performance trends, strength of curriculum and performance in courses related to the intended area of study are considered.
2. Applicants successfully completing the articulated program with a 2.0 or better grade point average who have not subsequently matriculated at any other institution of higher education will be guaranteed transfer admission to UMBC. Additional requirements may apply on selective admissions programs (e.g. Engineering, Visual Arts, Performing Arts). A history of acts identified in the Federal Campus Security Act may disqualify a candidate for guaranteed admission.

#### **V. ACADEMIC ADVISING**

1. Following admission to UMBC, students will have access to numerous advising tools including an Advising Profile, a Transfer Credit Report and a Degree Audit (detailing prior coursework) transferability and applicability to UMBC general and university requirements.
2. Prior to matriculation to UMBC, all new students are required to attend the mandatory new student orientation program. During orientation, students will meet with an academic advisor to review prior coursework, discuss academic interests and goals, and develop an academic plan.
3. Upon matriculation, students will be assigned an advisor in their area of study. Students are strongly encouraged to meet with their advisor periodically. Students are required to meet with their advisor prior to registering for subsequent semesters.

#### **VI. SCHOLARSHIPS AND FINANCIAL AID**

1. Students transferring from Hagerstown Community College to UMBC who meet application deadlines, academic, and financial requirements applicable to all students, may be eligible for consideration for the following scholarships offered by UMBC:
  - a) The Academic Achievement Award for Transfers (AAAT) - awarded to community college transfers on the basis of academic accomplishment. Awards of up to \$2,500 for each of two academic years may be used for full-or part-time study. Students must have completed 35 or more college level credits at the time of application to be eligible for consideration.
  - b) Phi Theta Kappa (PTK) Scholarship - awarded to community college transfers on the basis of academic accomplishment. Awards range from \$2,000 to \$2,500 per year for two academic years may be used for full-or part-time study. Students must submit proof of PTK membership to be eligible for consideration.

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2. The Free Application for Federal Student Aid (FAFSA) is required to apply for financial aid using UMBC's school code of 002105. All students are encouraged to apply beginning January 1 but by the priority application deadline of February 14.

## VII. ONGOING COLLABORATION

1. In the spirit of articulation, faculty representatives from both institutions will meet regularly to engage in ongoing discussion to enhance and strengthen this collaboration.
2. In an effort to strengthen this partnership UMBC's Honors College faculty and staff may serve as a resource, as available, to the Hagerstown Community College Honors Program students and faculty by serving as guest lecturers, workshop/seminar facilitators and other program exchanges.
3. In an effort to strengthen this partnership both institutions agree to communicate program changes in a timely manner to avoid disruption to student progress toward degree completion.

## VIII. PROGRAM ARTICULATION AGREEMENT

The following details recommendations for students transferring from the HCC Honors Program to The Honors College at UMBC.

### Admissions Criteria:

Transfer students from the HCC Honors Program are guaranteed admissions into The Honors College at UMBC during their first semester at UMBC provided the student has met the following criteria:

1. Applied to UMBC by the published priority deadline
2. Admitted to UMBC as a degree seeking student.
3. Applied to the Honors College by the published deadline.
4. The HCC Honors Program coordinator will provide confirmation that students have met all requirements of HCC's Honors Program prior to matriculation to UMBC.
5. Completed a certificate and/or associates degree from Hagerstown Community College prior to enrollment at UMBC.
6. Earned at least a 3.7 cumulative GPA at the time of the application to The Honors College at UMBC. (*Students may be eligible for admission to the Honors College with a cumulative GPA of 3.5 or greater, but only guaranteed admission to the Honors College with a 3.7 cumulative GPA or higher.*)

### Academic Provisions:

Three honors courses from HCC may be applied towards The Honors College certificate requirements as Honors Courses or "H" section provided the courses were designated as Honors, carried at least three credits, and were passed with a 3.0 or above on a 4.0 grading scale. Students will complete the remaining Honors College certificate requirements as a member of the UMBC Honors College.

Signatures of principals for this agreement:



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Simon Stacey, Ph.D.  
Director, Honors College  
University of Maryland, Baltimore County



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Kate Benchoff  
Coordinator, Honors Program  
Hagerstown Community College



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Amanda Miller  
Coordinator, Honors Program  
Hagerstown Community College