

UMBC

AN HONORS  
UNIVERSITY  
IN MARYLAND



**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**HAGERSTOWN COMMUNITY COLLEGE**

**AND**

**UNIVERSITY OF MARYLAND, BALTIMORE COUNTY**

**FOR**

**THE REVERSE AWARDING OF THE ASSOCIATE'S DEGREE**

**Preamble:**

In support of national efforts to significantly increase degree completion by 2025 and in recognition of the role of the Associate's degree in promoting student persistence and degree completion at the baccalaureate level, Hagerstown Community College (HCC) and the University of Maryland, Baltimore County (UMBC) agree to partner in the promotion and facilitation of the reverse awarding of the Associate's degree for eligible students.

**Purpose:**

This memorandum of understanding (MOU) between HCC and the UMBC serves to 1) affirm the initiation of a collaborative effort to increase degree completion through the reverse awarding of the Associate's degree and 2) outline the guiding principles for this effort including the promotion of the Associate's degree, the identification of eligible students, the transfer and review of coursework and, for qualified students, the conferment of the Associate's degree.

**Efforts:**

To facilitate the reverse awarding of the Associate's degree, HCC agrees to the following principles:

- This initiative will launch in January 2016 (with the first degrees conferred by Hagerstown Community College beginning May 2016 for eligible students).
- Eligible students must have earned a minimum of 45 college credits, of which at least 15 previously earned credits must have been earned from HCC. Additionally, students may not have previously earned an Associate's degree from HCC.
- Both parties will identify a campus representative that will serve as the primary point of contact for general inquires.
- Both parties will share in the marketing and promotion of this initiative.
- Both parties will share data, in accordance with FERPA regulations, for reporting and analysis purposes and to assess the overall effectiveness of this initiative.

- HCC and UMBC will reevaluate the program each spring semester to determine if additional Associate's degree programs will be added for review for completion.

**In addition, UMBC agrees to:**

- Identify eligible students based on the agreed upon criteria (see above).
- Facilitate the initial communication to targeted students promoting this opportunity and emphasizing the value and importance of the Associate's degree in supporting students' academic and career goals.
- Serve as the point of contact for the *Reverse Awarding of the Associate's Degree Release Form*.
- Facilitate the transmission of the completed and signed *Reverse Awarding of the Associate's Degree Release Form* and an official UMBC transcript to HCC.
- Grant a one-time waiver of the UMBC official transcript fee for students wishing to be considered for the reverse awarding of the Associate's degree.

**Additionally, HCC agrees to:**

- Upon receipt of the *Reverse Awarding of the Associate's Degree Release Form* and the official UMBC transcript, conduct an initial graduation audit.
- Communicate the outcome of the graduation audit (including any outstanding requirements) with the students, the HCC counselor and the UMBC point of contact.
- Upon degree conferment, forward final official HCC transcript to UMBC's University Registrar.

**General oversight of this MOU:**

This MOU is applicable for HCC transfer students enrolled at UMBC upon execution date of this MOU. This MOU may be modified by the mutual written consent of both parties. This MOU 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 program of those HCC students who have been fully or conditionally admitted to UMBC.

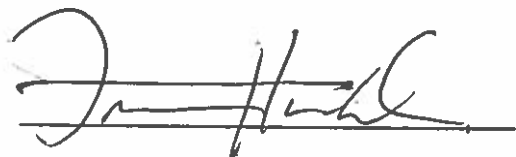
Any notice given hereunder shall be given in writing by US mail or via reputable overnight courier (e.g. Federal Express, DHL). Notice shall be deemed received upon delivery to the party to whom the notice is directed or to its agent, in the case of UMBC to: UMBC, 1000 Hilltop Circle, Baltimore, Maryland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

This MOU embodies the entire agreement and understanding among the parties hereto relating to the subject matter hereto. No representation, warrant, undertaking of covenant is made by any party hereto except as contained herein and any others are specifically disclaimed. This MOU shall be governed by and construed in accordance with the internal laws of the State of Maryland (i.e. without

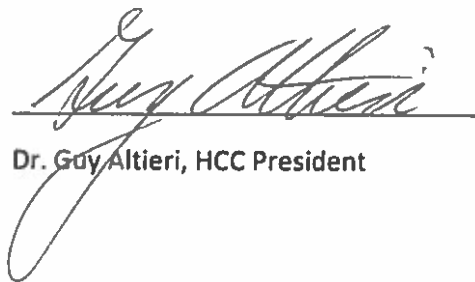
regard to its conflicts of law rules). This MOU shall be binding upon the parties hereto and their respective successors, but shall not inure to the benefit of any third party beneficiary. This MOU and any rights hereunder may not be assigned without consent shall be null and void and of no effect whatsoever. This MOU 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 MOU.

University of Maryland, Baltimore County

Hagerstown Community College

A handwritten signature in cursive script, appearing to read "Freeman Hrabowski", written over a horizontal line.

Dr. Freeman Hrabowski, UMBC President

A handwritten signature in cursive script, appearing to read "Guy Altieri", written over a horizontal line.

Dr. Guy Altieri, HCC President