

AGREEMENT: DIRECT TRANSFER OF STUDENTS  
WILSON COLLEGE  
AND  
HAGERSTOWN COMMUNITY COLLEGE

WILSON COLLEGE and HAGERSTOWN COMMUNITY COLLEGE Community College agree to mutual cooperation in coordinating their respective programs for the associate and baccalaureate degrees. The principal beneficiaries are the students, who are served by current information about programs and protected by firm arrangements between institutions of higher education and who are thereby provided the opportunity of planning a total baccalaureate degree program at the outset of their college education.

PRINCIPLES OF AGREEMENT

WILSON COLLEGE (WC) and HAGERSTOWN COMMUNITY COLLEGE (HCC) confirm the following points of agreement, to assure equal treatment of university/college and transfer students.

1. This agreement shall apply to students who have completed an associate degree in the transfer curriculum at HAGERSTOWN COMMUNITY COLLEGE.
2. The determination of program requirements for a baccalaureate degree shall be the responsibility of WC.
3. Students who follow the prescribed WC baccalaureate degree requirements at HCC and have earned an associate degree in the transfer program at HCC are assured admission to WC with a junior level standing. Some majors will require more than four semesters for completion. The Education major requires an additional application and specific minimum grade point average.
4. An interview with a WC Admissions Counselor is required prior to acceptance.
5. Thirty-six (36) course credits are required for the WC degree. A maximum of twenty-two (22) course credits may transfer with a minimum of fourteen (14) course credits must be taken at WC to fulfill degree requirements.
6. The same criteria for transferring individual courses by other transfers to WC will be applicable to HCC students. In effect, specific course transfers must be completed with a grade of "C" (2.00 on a 4.00 scale) or better.
7. Courses that appear on the HCC transcript that have not been taken in residence at HCC will be reviewed on an individual basis.
8. Students pursuing a baccalaureate degree must complete at least eighteen (18) courses at WC to be considered for Latin honors and at least fourteen (14) for Distinction. The combined transfer course GPA and WC GPA, as well as the cumulative Wilson GPA, will be used in the determination of honors, prizes and other awards.
9. Articulated programs of study for students at HCC shall be developed by the transfer representatives for the Admission's and Registrar's Offices at WC recognizing the HCC general education degree requirements in the transfer programs. These programs of study will be reviewed by the appropriate HCC academic unit, which may make suggestions to the WC transfer representatives from the Admission's and Registrar's Office's about specific course acceptability.
10. When program requirements change at WC, students studying at HCC will have the option of satisfying alternative program requirements in the same manner as four-year WC students. The "grandfathering" will have a time limit of four years from the date of the implementation of the change at WC.

11. WC requires assessment in math and English.
12. HCC students transferring to WC will have equal opportunity to pre-register for classes and have access to other student services on the same basis as WC students of equal class standing as long as the student has applied, been accepted and deposited by April 1. Students who deposit after this date will be served on a first-come, first-served basis.
13. Qualified HCC students who request transfer to WC and meet with a WC advisor prior to completion of the Associate degree will normally be accepted at WC. WC recommends that the student meet with a WC academic advisor.
14. HCC students transferring to WC will be treated the same as WC students of equal class standing in an academic program when applying for and receiving need-based financial aid and in the award and distribution of need-based scholarships.
15. HCC female students transferring to WC will receive the same opportunity for campus housing as WC students.
16. Data aimed at assessing and improving instruction at both institutions will be exchanged periodically between the Research Offices at HCC and WC. Caution will be exercised to follow FERPA regulations.
17. A review of programs will occur at least every two years for the purpose of updating information for students and staff. Currently no criteria or quotas exist; however, if limitations on enrollment become necessary in an upper-division WC program, WC will provide HCC with the criteria and quotas for the next academic year. The review will be initiated by the transfer representatives from the WC Admission's and Registrar's Offices.
18. This agreement will automatically renew unless senior academic officers from HCC and WC determine that a meeting is necessary to review and/or amend this agreement. Either institution may terminate this agreement at any time by written notice of at least one (1) year in advance of the effective date of termination. Students in progress will be permitted to complete their HCC program and then transfer under this agreement.

WILSON COLLEGE and  
HAGERSTOWN COMMUNITY COLLEGE

Authorize this agreement to become effective on February 11, 2003

For

For

**HAGERSTOWN COMMUNITY COLLEGE**

**WILSON COLLEGE**

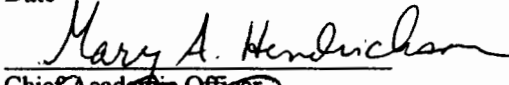
February 11, 2003

Feb. 11, 2003

Date

Date

  
Chief Academic Officer

  
Chief Academic Officer

  
President

  
President