

MEMORANDUM OF UNDERSTANDING
BETWEEN
HAGERSTOWN COMMUNITY COLLEGE
AND
THE PITTSBURGH INSTITUTE OF AERONAUTICS

I. PURPOSE

This memorandum of understanding ("understanding") is made this 6th day of March, 2020 ("the effective date") by and between Hagerstown Community College ("HCC") and the Pittsburgh Institute of Aeronautics ("PIA"), who together are collectively referred to as the "parties".

Hagerstown Community College is a regionally accredited community college located in Hagerstown, Maryland. HCC offers associate degrees, certificates, and workforce development training. HCC is accredited by the Middle States Commission on Higher Education and is a Maryland state-supported institution.

The Pittsburgh Institute of Aeronautics is a not-for-profit school of aviation maintenance and aviation electronics under the Federal Aviation Administration. The main campus is located in West Mifflin, Pennsylvania. The Hagerstown, Maryland branch was opened in April 2011.

HCC and PIA recognize the programs offered by the other and desire to establish their understanding regarding the transfer and applicability of coursework and technical experience from one institution to the other. To that end, the parties enter into this understanding.

II. COURSE OF ACTION

The PIA campus in Hagerstown, Maryland offers a 16-month Aviation Maintenance Technology (AMT) program which will prepare students to test for the FAA Airframe and Powerplant License. Students who complete a program of study through PIA and have received the corresponding industry-recognized technical license or certification may be awarded up to 18 credits at HCC to be granted toward the Associate of Applied Science in Applied Technology. Official documentation of the student's credential is required for credit to be awarded.

III. ADMISSION REQUIREMENTS

PIA students seeking admission to the A.A.S. in Applied Technology must meet with the Director of Admissions at HCC and complete the application for admission. In addition, students must complete all admission requirements, including submission of transcripts and placement information. HCC will assess the high school diploma (or equivalent) of applicants wishing to enter the program and place them into courses on the basis of their placement test scores, academic background and demonstrated experience in specific courses. Applicants are required to participate in the HCC admission process to be considered for the

program.

HCC Admission Requirements:

- The student must contact the Director of Admission to submit an application
- Enroll in the A.A.S. in Technical Studies at HCC, submit application materials for evaluation to the Admissions Office, meet the requirements for admission, and be accepted
- To continue enrollment, the student must attain the minimum Cumulative Grade Point Average (2.0) in all work attempted at HCC
- Students must earn a minimum of 25% of the required program credits at HCC to be awarded the A.A.S. Degree

IV. ACADEMIC PROGRAM CURRICULUM

PIA's aviation curriculum will be provided to HCC for review every three years, or when any curriculum changes have been made.

HCC's A.A.S. in Applied Technology requires completion of 60 semester credit hours. Graduation requirements include a grade point average of 2.0 on all college work presented to fulfill curriculum program requirements.

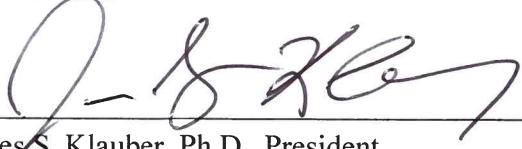
Students awarded articulated credits under this agreement will not be charged tuition for these credits. Articulated credits are generally awarded after students have completed 15 credit hours with HCC.

While HCC maintains transfer agreements with many baccalaureate institutions, students should be aware that some institutions and programs might not accept college credits granted via articulation agreement. Students should consult with their HCC advisor prior to transfer.

V. REVIEW


The memorandum shall become effective when it has been signed on behalf of HCC and the PIA. A review of the memorandum of understanding shall be conducted by HCC every three years.

VI. AUTHORIZATIONS



James S. Klauber, Ph.D., President
Hagerstown Community College

3/6/20
Date



Suzanne Markle, President/CEO
Pittsburgh Institute of Aeronautics, Hagerstown

3/6/2020
Date