

**COLLEGE OF SOUTHERN MARYLAND AND  
VIRGINIA COMMONWEALTH  
UNIVERSITY  
GUARANTEED ADMISSION AGREEMENT**

**PREFACE**

Virginia Commonwealth University (VCU) welcomes students from College of Southern Maryland (CSM) into its community of learners. This Guaranteed Admission Agreement (GAA) is designed to facilitate CSM students' ease of transfer to VCU. This GAA supersedes any other general admissions agreement signed between CSM and VCU.

Students who meet the eligibility requirements described below are guaranteed admission to and may enroll in VCU. Acceptance in some degree programs at VCU is competitive; thus guaranteed admission into VCU does not imply admission into these competitive programs without further acceptance by the school or department offering the program. Admission into the following baccalaureate programs at VCU is **NOT** guaranteed by the GAA:

- All baccalaureate degree programs in the School of the Arts;
- All baccalaureate degree programs in the School of Allied Health Professions;
- All baccalaureate degree programs in the School of Engineering;
- Bachelor of Science in Dental Hygiene;
- Bachelor of Science in Nursing.

Students applying to VCU under this GAA should follow specific school, college and/or departmental application procedures and deadlines, as well as grade point requirements listed in the *VCU Undergraduate Bulletin* (see website at: <http://www.pubapps.vcu.edu/bulletins/> ).

Under this GAA, CSM students graduating with CSM Associate of Arts (A.A.), Associate of Science (A.S.), Associate of Arts in Teaching (A.A.T), or Associate of Science in Engineering (A.S.E.) degree and who fulfill the eligibility requirements listed below will be eligible for the Guaranteed Admission program.

**ELIGIBILITY REQUIREMENTS**

Students must:

1. Submit a VCU Application for Admission at least six months prior to the start of the semester he/she wishes to enroll at Virginia Commonwealth University.
2. Satisfy all other VCU admissions requirements, which are available on the VCU website at [www.vcu.edu](http://www.vcu.edu) or by contacting an admissions counselor at Virginia Commonwealth University.
3. Graduate from CSM with a minimum cumulative grade-point average (GPA) of 2.5.
4. Not have been previously enrolled at VCU.
5. Submit CSM transcripts along with transcripts from any other colleges they may have attended prior to attending CSM.
6. Enroll in VCU within one year of graduating from CSM without attending another institution of higher education.

**ADDITIONAL TERMS**

VCU welcomes International Students to apply to the University. Additional admission materials will include the Test of English as a Foreign Language (TOEFL) and AACRAO, WES or ECE transcript evaluations if applicable. Please check the VCU website at [www.vcu.edu](http://www.vcu.edu) for details.

Credit for courses completed through Advanced Placement, Cambridge, CLEP, DANTES, International Baccalaureate, and Armed Services experience will be accepted according to stated policies for acceptance of credit, which can be found in the *VCU Undergraduate Bulletin* for the year the GAA student enters VCU. For these credits to be accepted by VCU, GAA students are responsible for submitting the necessary transcripts or documentation of this additional coursework to VCU no later than the conclusion of the first semester of enrollment at VCU.

The Guaranteed Admission program is also available for part-time students.

There is no residential living requirement for incoming students, but transfer students may request on-campus housing if they wish.

Those students entering full-time study at VCU are eligible to be awarded financial aid as any other student entering the University within the same semester.

CSM students who do not meet the GAA eligibility requirements listed above are eligible to apply for admission to VCU but will not be guaranteed admission under this agreement. In addition, students who were previously enrolled at VCU and transferred back to CSM to complete the transfer-oriented associate degree are **NOT** eligible for participation in the GAA.

VCU reserves the right to deny admission to students who have felony convictions, as well as students who have been academically or non-academically suspended from previous institutions.

#### **TRANSFER OF CREDITS**

Students interested in the Guaranteed Admission program are encouraged to consult with a Transfer Coordinator at CSM and a Transfer Center advisor at VCU to assist in choosing courses which will meet the requirements in the declared major. Transcripts will be evaluated on a preliminary basis by a representative from the VCU Transfer Center prior to application upon request. Courses will transfer only for which a grade of "C" or higher was earned. A maximum of 63 credits will transfer from a community college, and students with at least 60 transferable credits may enter VCU with junior status. Transfer credits are not guaranteed in this GAA.

#### **OBLIGATIONS OF VIRGINIA COMMONWEALTH UNIVERSITY**

To facilitate the enrollment of CSM graduates to VCU in accordance with the foregoing, VCU agrees to the following:

1. To attend regularly scheduled "transfer" programs at CSM.
2. To invite CSM students to information/advising meetings with VCU faculty and staff on a regular basis at both CSM and VCU in order to facilitate smooth curricular and co-curricular integration to VCU.
3. To ensure that incoming students will be provided with VCU financial aid information and receive full consideration for VCU financial aid, upon matriculation at Virginia Commonwealth University.
4. To ensure that CSM graduates entering VCU under the terms of this GAA will have all the rights and privileges of other VCU students.

5. To continue working with CSM on program-to-program curriculum articulation agreements that specify for CSM transfer students the CSM courses that satisfy major requirements required for degree completion at VCU.

#### **OBLIGATION OF THE COLLEGE OF SOUTHERN MARYLAND**

CSM agrees to publicize this agreement to prospective and current CSM students in its promotional literature, and make arrangements for VCU recruiters and advisors to visit CSM.

#### **JOINT OBLIGATIONS**

1. To consult with each other through appropriate channels prior to implementing major changes in policy or curricula that directly affect students enrolling at VCU under the terms of this GAA, and keep each other informed of any changes of policy or curricula that affect those students. Both VCU and CSM will review this GAA on a regular basis and make any changes upon mutual agreement, as needed. Such changes will be effective when both CSM and VCU sign the revised document.
2. To collaborate in providing students with information and academic advising both from VCU and CSM. VCU will make available contact information for questions about Virginia Commonwealth University's academic requirements, Core Curriculum requirements, degree requirements, and the process of transferring credits to VCU.
3. To develop and implement advertising and promotional efforts to communicate the benefits of the Guaranteed Admission program.
4. To exchange data and documents on a regular basis that will contribute to the maintenance and improvement of the arrangement, enhance the transfer process, and promote effective cooperation between institutions. These will consist of data about individual transfer students, including admissions information and grades, and reports on the results of program reviews, assessments of students' learning, and decisions of curricula and other committees.
5. This GAA may be updated (by means of addenda), upon mutual agreement by appropriate officials of the two institutions, to allow for additional curriculum articulation sheets accommodating course equivalencies for specific major(s)/minor(s)/certificate program(s). This GAA sets forth the entire understanding of the parties with respect to the subject matter hereof and supersedes all prior understandings, memos, writings or agreements of the parties with respect to the subject matter hereof. Any waiver by a party of any of its rights or of the other party's obligations must be in writing.
6. To provide, when available, direct links between the VCU and CSM websites when applicable.

#### **REVISIONS, RENEWAL AND TERMINATION OF THIS AGREEMENT**

The VCU Chief Transfer Officer and the appropriate officers at CSM are responsible for identifying and communicating to each other changes in the policies or requirements of their respective institutions that affect this GAA.


This GAA will be in effect, as of the date of its signing, for students entering VCU spring semester 2015 or after. It will be reviewed on a regular basis by the appropriate parties at each institution and will be renewed automatically until superseded by new agreements or formally terminated. Either institution may

terminate this GAA at any time by written notice at least one year in advance of the effective date of termination. Should this GAA be terminated, it is understood that the termination will not apply to students already accepted to VCU under the terms of this GAA.

The willingness of both institutions to enter this GAA in order to facilitate the enrollment of CSM students to Virginia Commonwealth University, and to expand their opportunities for academic success there, is indicated by the following signatures. The undersigned representatives of the parties, College of Southern Maryland and Virginia Commonwealth University, have executed this GAA on the dates indicated:

**College of Southern Maryland**


**Virginia Commonwealth University**


 8-29-14  
Bradley M. Gottfried, Ph.D. Date  
President

 10/20/14  
Michael Rao, Ph.D. Date  
President

 9-29-14  
Robert Farinelli Date  
Interim Vice President of Academic Affairs

 10/23/14  
John Wiencek, Ph.D. Date  
Interim Provost and Vice President for Academic Affairs

 9-26-14  
Bill Comey, Ed.D. Date  
Vice President of Student and Instructional Support Services

 10/14/14  
Luke Schultheis, Ph.D. Date  
Vice Provost for Strategic Enrollment Management

**Transfer Agreement VCU Review**



Seth Sykes, Chief Transfer Officer

10/15/14

Date



Sybil Halloran, Assistant Vice Provost for Student Recruitment  
And Admissions

10-13-14

Date



Elizabeth Brooks, Associate University Counsel

10/9/14

Date