

TRANSFER AGREEMENT WITH GUARANTEED ADMISSION BETWEEN MARY BALDWIN UNIVERSITY AND THE VIRGINIA COMMUNITY COLLEGE SYSTEM

In accordance with Virginia's *State Policy on College Transfer*, the Virginia Community College System (VCCS) and Mary Baldwin University (MBU) recognize the need for and importance of facilitating the transfer of students from one institution to the other as they pursue their educational goals. The VCCS and MBU enter into this agreement to provide all students an opportunity for guaranteed admission to the university. VCCS students who do not meet the requirements described herein are encouraged to apply and may be considered for admission under the regular admission procedures of the University.

This agreement supersedes all previous agreements between MBU and the VCCS or its individual institutions signed prior to December 1, 2022. It does not nullify individual program-to-program agreements articulated since this date.

Section 1: Definition of Guaranteed Admission Agreement (GAA)

An agreement between a two-year institution or the VCCS (system office) on behalf of community colleges and a four-year institution according to which a student is guaranteed admission to the four-year institution by earning a transfer degree or a specified applied degree and satisfying specified academic benchmarks and criteria. Students transferring under a general admission GAA are not necessarily entitled to be admitted to a specific program. GAAs should be state-level agreements.

Section 2: Requirements for Admission

A. Applicable Associate Degrees:

This agreement applies to all SCHEV approved transfer degrees offered through the VCCS including the Associate of Arts (AA), Associate of Science (AS), and Associate of Arts & Sciences (AA&S) degrees identified by the State Council of Higher Education for Virginia (SCHEV) as university-parallel transfer degrees. MBU considers all General Studies degrees as transfer-oriented degrees including those not recognized by SCHEV as transfer degrees.

B. Minimum GPA requirement:

Students transferring to MBU must have a minimum cumulative GPA of 2.0. A cumulative GPA of 2.0 on a 4.0 scale is required for all coursework earned at a VCCS college as reflected on the VCCS transcript. For repeated courses, MBU will accept the attempt of the course that counts towards the associate degree as long as a minimum grade of C was received. Courses transferred into the two-year college are not included in the GPA computation for the purposes of this agreement. Transfer credit from non-VCCS institutions is not evaluated under this GPA requirement.

C. Limitations due to academic or disciplinary record:

Students must disclose at the time of application any academic or disciplinary probations/suspensions/actions on their record. MBU will then review any disciplinary concerns to determine whether the student would be eligible to be admitted to the university's programs. Students currently on probation or suspension for academic or disciplinary reasons are not eligible for admission. Students with suspension periods that have expired, and who otherwise meet eligibility requirements, are likely to be admitted, but not guaranteed. They will be reviewed on a case-by-case basis.

D. Course requirements:

Only those courses in which a student has received a grade of C or higher will be applied toward a student's MBU degree requirements. Each course must be eligible for transfer in accordance with our approved list of transfer courses.

E. Minimum credits to be completed at associate degree institution:

There is not a minimum credit hour for students transferring in with an associate degree. However, students must meet all requirements to earn a transfer degree as determined by their VCCS institution, including a minimum of 60 credits. Students who withdraw from MBU to enroll in a VCCS program must meet the requirements for return set forth at the time of their withdrawal and are not guaranteed readmission to MBU.

F. Maximum credits applicable for transfer:

No more than 84 transfer credits will be applied to the MBU record for completion of a bachelor's degree.

G. Testing requirements:

MBU does not have any testing requirements.

H. Admission application and enrollment:

Students must submit the application for admission to MBU and provide copies of transcripts for all college coursework as needed during the admission process.

I. Transcript submission:

Transfer students should send their official college transcript(s), official final high school transcript, and application to MBU for full consideration. Official college transcripts must be mailed or electronically sent directly from the Office of the Registrar from all previously attended institutions; and prospective applicants should request the transcripts be sent to MBU within two weeks of submitting the initial admission application.

J. Registration of Intent to use the agreement:

A student registers his/her/their intent to use this agreement through the Transfer Virginia portal or at the time they apply for admission. MBU recommends but does not require students to register their intent to use this agreement after completion of 15 college credits through the Transfer Virginia portal. Students must notify MBU's admissions and advising offices to confirm the use of the guaranteed admissions agreement prior to enrollment in writing via email.

Section 3: Application of Associate Degree to General Education Requirement

Completion of a transferable associate degree upon admission will fulfill all general education requirements, except for the upper division Research (R) and Major Senior Seminar (M) requirements (totaling 6-8 semester hours) that must be completed for every MBU major.

Section 4: Application of this Agreement to Students Earning Associate Degree Concurrent with High School

Students who earn the associate degree concurrent with high school are not eligible for participation in the GAA because they do not meet the requirements for first year admission to the university. They are eligible for admission to MBU through the traditional admission's process and would receive the same benefits for their associate degree that a GAA eligible student would.

Section 5: Applications of this Agreement to Students Earning Credit for Prior Learning

Acceptance of an associate degree does not guarantee acceptance of all credit for prior learning. All prior learning credits, including AP, CLEP, IB, and military credits must meet MBU's requirements for credit for prior learning in order to be applied towards a bachelor's degree even if those credits were accepted by the institution awarding the associate degree.

Section 6: Associate Degree Completion Criteria and Catalog Determination

Students who have registered their intent to transfer to MBU for completion of a bachelor's degree will be permitted to matriculate to MBU under the catalog year in which they matriculated to their VCCS program provided they remain continuously enrolled at the VCCS school and complete their transfer within one year of receiving the associate degree. If they fail to transfer within one year, they will still be eligible for transfer under the GAA but must enroll under the catalog year of their actual matriculation to MBU. Students who matriculate within one year may choose to enroll under the catalog year of entry to MBU.

Section 7: Transfer Guide – Student Document

The attached General Transfer Guide represents all requirements for admittance under this GAA and the benefits that result. The General Transfer Guide will be applied as the student-facing document for this agreement. Major-specific transfer guides will be developed and featured at the Transfer Virginia portal (<https://www.transfervirginia.org/>). Students should check the Transfer Guidance section of those transfer guides to understand whether admission into the university also guarantees admission into their major or program of choice.

Section 8: Administration of Agreement

The MBU official responsible for all MBU aspects of the GAA and Register of Intent to Transfer is the Executive Vice President for Academic Affairs and Chief Academic Office or her/his/their designee. The VCCS official responsible for all aspects of the GAA is the Senior Vice Chancellor for Academic and Workforce Programs or her/his/their designee, in consultation with the Guaranteed Admission Review Committee of the VCCS Academic and Student Affairs Council.

This agreement will remain in effect until modified or terminated. This Agreement may be modified only by mutual agreement by the VCCS Chancellor and the President of MBU. Termination may be made by either party upon one (1) year prior written notice. Students who register their intent to use this agreement through the Transfer Virginia portal under the GAA prior to the date of termination are eligible for admission for two years after termination becomes effective.

The effective date of this Agreement is the date last signed by the President of MBU and the VCCS Chancellor. The signed Agreement will be maintained in the Transfer Virginia Portal.

VCCS Responsibilities

- Submit a PDF of the official signed Agreement to the Portal Coordinator.
- Use portal data to track which four-year institutions students are targeting for the GAA and provide support to students.

University Responsibilities

- Use portal and internal data to track students who register their intent to use the GAA. Use this data to maintain ability to honor agreement in respect to enrollment capacities.
- 4-year institutions use portal data to track students who register their intent to use this agreement and engage with students to best prepare students for transfer.

Section 9: Review Clause

MBU and the VCCS will review this agreement and the student tracking data every three years to adjust as deemed appropriate to maintain its integrity and value and for the improvement of the transfer process. Changes will not be applied retroactively to students already enrolled or registered under the provisions of the existing GAA.

If no changes are necessary, the documented review below will extend this agreement for an additional three years.

Signatures



Jeffrey P. Stein
President
Mary Baldwin University

3.14.24
Date



David Doré
Chancellor
Virginia Community College System

3/8/2024
Date

Review Documentation

Review Date	Completed By	Agreement Extension

Note: Recorded by the VCCS, shared with senior institution, and updated in the Transfer Virginia Portal

Appendix A: General Transfer Guide Mapped to Undeclared Major for Mary Baldwin University