

**GUARANTEED ADMISSION AGREEMENT
MONTGOMERY COLLEGE
AND
JAMES MADISON UNIVERSITY**

James Madison University (JMU) and Montgomery College (MC) recognize the need to facilitate the transfer of students from MC to JMU as they pursue their educational goals. In an effort to ease the transfer process and to promote the closer coordination of academic courses, programs and degrees offered by our institutions, we do hereby enter into the following guaranteed admission agreement.

ADMISSION REQUIREMENTS

Guaranteed Admission Agreement (GAA) students must:

1. Be degree seeking at MC and be eligible to graduate with an Associate of Science, Associate of Arts, or Associate of Arts in Teaching degree.
2. Complete and sign a *Guaranteed Admission Agreement Letter of Intent* form.
 - A. It is primarily the responsibility of the student who chooses to pursue this guaranteed admission agreement to know and understand the requirements for the MC Associate of Science, Associate of Arts, or Associate of Arts in Teaching as well as degree requirements and the specific program of study requirements for his or her intended major at JMU.
 - B. The student will review the Guaranteed Admission Agreement and will sign a *Letter of Intent* to enroll at JMU.
3. Present a minimum cumulative grade point average of 3.000 on a 4.0 scale upon application to JMU **and** upon graduation from MC.
 - A. If a student has attended multiple institutions, he/she must have earned a minimum cumulative grade point average of 3.000 on a 4.0 scale at MC and **all** previous institutions.
 - B. All work attempted at MC and any other institution(s) attended will be included in the GPA considered by JMU. The only exception is that, in compliance with JMU policy, a student is allowed to repeat up to **two** different courses where the initial grade earned will not be included in the grade point average calculation. A student who has repeated more than two courses is not eligible to apply to JMU through the Guaranteed Admission Agreement but is eligible to apply through the traditional transfer admissions process.
 - C. Eligible transfer students must provide transcripts from **all** institutions attended.
 - D. JMU will evaluate credit granted by Advanced Placement (AP), International Baccalaureate (IB), and Cambridge International examinations for possible credit; such credit will be granted only if examination scores meet established JMU criteria in place at the time the student enrolls at JMU. JMU does not evaluate, or grant credit for, College Level Examination Program (CLEP) examinations.
4. Earn no grade lower than a "C" in any course at MC, or any previous institution, that has not been repeated and the grade replaced at the time of application.
5. Earn a minimum of a 3.000 GPA in the core academic area courses (language, lab science, math, humanities and social science). Language includes English, foreign language, and/or speech

communications courses. Math includes courses that are beyond the Algebra 2 level. Humanities and social science includes history, government, political science, psychology, sociology, anthropology, economics, geography, religion, and/or philosophy courses.

- A. At least one college-level transferable course must be completed in each of the core academic areas.
 - B. If one or more of these core requirements remain to be completed at the time the *JMU Application for Admission* is submitted, final acceptance to James Madison University could be delayed or deferred.
 - C. A student who employs AP, IB, or Cambridge International exam credits to completely fulfill any of the core academic areas (language, lab science, math or social science) of the approved Associates degree(s) may not be eligible for participation in the GAA. AP, IB, and Cambridge International exam scores must be in accordance with JMU policy in order for a student to be eligible for participation in the GAA. Students must submit AP, IB, and Cambridge International exam scores by the stated admissions application deadline for consideration.
 - D. A student who employs CLEP credit to completely fulfill **any** of the core academic areas (language, lab science, math or social science) of the approved Associates degree(s) is **not** eligible for participation in the GAA.
6. Submit the *JMU Application for Admission* and request that all previously attended colleges/universities submit an official transcript to JMU's Office of Admissions upon completing a minimum of 45 credit hours. The *JMU Application for Admission* and all transcripts must be submitted by February 1 for the following summer term; by March 1 for the following fall semester; and by October 1 for the following spring semester (ability to start at JMU in the spring term is subject to space availability).
- A. Students who are on track to complete all requirements of the GAA by the end of the spring term will be given priority for the upcoming fall semester.
 - B. Students completing the requirements for the GAA during the summer who wish to enter JMU for the fall semester must have no more than two courses left to complete during the summer session. Students who complete the requirements for the GAA during the summer and want to start at JMU in the fall will be considered on a space available basis.
 - C. Students who complete the GAA requirements in the fall may need to wait until the following summer or fall term to start their course work at JMU.
7. Notify the JMU Office of Admissions if participation in the Guaranteed Admission Agreement is to be terminated.

EXCLUSIONS TO THE GUARANTEED ADMISSION AGREEMENT

1. Students who were previously enrolled at JMU and subsequently transferred to MC are not eligible for participation in the GAA.
2. Students who earn the Associate of Science, Associate of Arts, or Associate of Arts in Teaching degree concurrently with high school diplomas are **not** eligible for participation in the GAA. Students must complete at least 24 credit hours at the college or university level **after** graduating from high school in order to be eligible for the GAA.
3. In accordance with state and federal guidelines, some students may be ineligible to enroll at JMU based on their immigration status. The Office of Admissions reserves the right to request supporting documentation to determine immigration status and eligibility.

4. JMU reserves the right to deny admission or the benefits of this agreement to students who have been suspended, dismissed or expelled from any institution of higher education for academic or non-academic reasons or those who have been convicted of or pled guilty or no contest to a felony.

ACCEPTANCE AND APPLICATION OF TRANSFER CREDIT

A Guaranteed Admission Agreement (GAA) student enrolled in an Associate of Science, Associate of Arts, or Associate of Arts in Teaching degree program at MC who meets JMU's transfer admissions requirements and completes all requirements for an Associate of Science, Associate of Arts, or Associate of Arts in Teaching may enroll at James Madison University and may expect the following:

1. All courses accepted by JMU will be applied to the attainment of the baccalaureate degree.
2. For graduation with the baccalaureate degree, all JMU students must complete a minimum of 120 credit hours; further, at least 50% of the credit hours accepted by JMU must be from accredited senior (four-year) institutions of higher education, including JMU (60 credits for degree programs of 120 credits), and a minimum of 25% of the total credit hours must have been earned at JMU (30 credits for degree programs of 120 credits).
3. JMU does not guarantee that the student will be able to complete all requirements for graduation within the 120-credit hour minimum required for graduation at JMU.
4. The student will be informed by JMU at the time the program of study is approved for his or her major if there are any course requirements that would require credit hours beyond the 120-credit hour minimum needed for graduation.
5. Credit awarded by MC for AP, IB and Cambridge International examination scores will be reevaluated by JMU. Credit is not guaranteed for these courses; credit will be granted only if AP, IB, and Cambridge International examination scores meet established JMU criteria. Since JMU transfers credit on a course-by-course basis, credit not accepted by JMU will not transfer.
6. JMU does not evaluate, or grant credit for, CLEP examinations. A student who employs CLEP credit to completely fulfill any of the core academic areas (language, lab science, math or social science) of the approved Associates degree(s) is **not** eligible for participation in the GAA.

ADMISSION TO JMU COLLEGES AND ACADEMIC UNITS

Acceptance in some colleges and academic units at JMU is competitive; acceptance into JMU does not imply admission to these programs without further acceptance by the college or academic unit offering the program. Students participating in this admission agreement should follow all special college and/or academic unit application procedures and deadlines, as well as grade point requirements listed in the JMU catalog and supplied by the academic unit for native JMU students.

RESPONSIBILITIES OF MC

MC will:

1. Disseminate accurate information to MC transfer program students regarding the general conditions of this guaranteed admission agreement. Those provisions include the conditions for guaranteed acceptance to JMU and notification that acceptance to the university does not guarantee acceptance to any particular major program of study.
2. Provide academic advising services to assist MC students in choosing courses that will best prepare them for their intended major at JMU.

3. Notify the Vice Provost for Academic Development at JMU when situations arise that warrant MC faculty and JMU faculty interaction to address advising or curricular issues.
4. Collaborate with JMU to promote the guaranteed admission agreement among prospective and current MC students.

RESPONSIBILITIES OF JMU

JMU will:

1. Provide MC with course equivalent information regarding MC courses and JMU equivalent courses. An annual review will be conducted to ensure that this information is shared with MC on a timely basis.
2. Disseminate accurate information to prospective transfer students regarding the general conditions of this guaranteed admission agreement. Those provisions include the conditions for guaranteed acceptance to JMU and notification that acceptance to the university does not guarantee acceptance to any particular major program of study.
3. Provide academic advising services to GAA students during the term prior to transfer to assist these students in making a smooth transition from MC to JMU.
4. Review and update all JMU-produced advising guides or advising sheets every three years.
5. Notify the MC Director of Transfer and Prior Learning Design when situations arise that warrant MC faculty and JMU faculty interaction to address advising or curricular issues.
6. Collaborate with MC to promote the guaranteed admission agreement among prospective and current MC students.

TERMS OF AGREEMENT

1. MC will designate officials who will be responsible for all aspects of the guaranteed admission program at MC. JMU will designate individuals responsible for all aspects of this guaranteed admission agreement at JMU.
 - ◆ Representing JMU will be the Vice Provost for Academic Development and the Dean of Admissions.
 - ◆ Representing MC will be the Director of Transfer and Prior Learning Design.
2. Both parties are to communicate the conditions of this agreement to their respective clientele (external and internal constituents). JMU and MC will review this agreement every three years and make adjustments or amendments as deemed appropriate to maintain the integrity of each institution as well as for the improvement of the transfer process and student articulation. Such changes will not adversely affect students already enrolled and covered under the provisions of the existing agreement.
3. The guaranteed admission agreement will remain in effect until terminated by either party upon written notice to the other party of an intent to terminate. Such notice should be given at least one year in advance of the effective date of termination, and students who entered under the agreement may take advantage of its terms for two years after termination becomes effective.

Approval of Agreement:



DeRionne Pollard, PhD
President
Montgomery College

11/21/17


Date



Dr. Sanjay Rai
Senior Vice President for Academic Affairs
Montgomery College

11/14/17

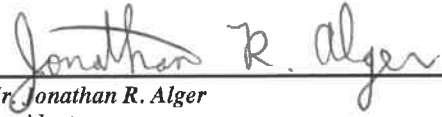
Date



Mr. Seth Marc Kamen
Director of Transfer and Prior Learning Design
Montgomery College

11.23.17


Date



Mr. Jonathan R. Alger
President
James Madison University

10-31-17

Date



Dr. Heather Coltman
Provost and Senior Vice President for Academic Affairs
James Madison University

10-29-17

Date



Dr. Marilou Johnson
Vice Provost for Academic Development
James Madison University

10.20.17

Date