ARTICULATION AGREEMENT
University of Richmond, School of Continuing Studies
and Germanna Community College

Purpose

This articulation agreement is designed to ensure that students who have matriculated at Germanna Community College can easily transition into a bachelor’s degree completion program at the University of Richmond, School of Continuing Studies. It is the intent of this agreement to ensure continuity from the community college program to the appropriate curriculum of study at the School of Continuing Studies, with maximum transferability of college credits.

Transfer Options and Requirements

Associate Degree Graduates - The School of Continuing Studies at the University of Richmond (SCS) guarantees acceptance of any student from Germanna Community College (GCC) with Associate in Arts or Associate in Science degrees who has earned a minimum grade point average of 2.0. For guaranteed acceptance, applications must be received by May 1, September 1 or January 1, for the succeeding term. This guarantee assumes that there are no other factors in a student’s academic or personal record that might prevent acceptance to programs in the SCS. Transfer students from GCC will be required to complete any unfilled SCS general education requirements. (Note: The GPA earned at GCC does not transfer, only the academic credits. When calculating eligibility for General Honors at graduation, only academic grades earned in the SCS program will be considered, in accordance with University policy.)

Early Admission – Although applicants are strongly encouraged to complete their associate degrees at Germanna Community College, completion of a degree is not a mandatory requirement for admission into a bachelor’s degree program in the School of Continuing Studies. Students can apply for admission and request that official transcripts be reviewed for possible transfer credits at any point in their college career, provided a cumulative grade point average of 2.0 has been maintained. After 30 credits are completed toward the AAS, early consultation with a School of Continuing Studies advisor or the program director of the intended degree program is strongly recommended, so that all courses taken by the student meet the requirements of the specific bachelor’s degree.

Guaranteed Dual Admission - Additionally, students have the option of guaranteed dual admission to the School of Continuing Studies at the time of matriculation at Germanna Community College. It is the purpose of this option to form a path of seamless education for students completing associate degree programs at GCC leading to preparation for transfer as upper-division students to
baccalaureate degree programs in the SCS. Specifically, this option will ensure that students who graduate from GCC will continue in a planned four-year degree-completion program in the School of Continuing Studies at the University of Richmond without undue loss of credit, provided courses taken at the associate degree level match the four-year degree requirements at SCS. (See Operating Policies and Procedures – Guaranteed Dual Admission, attached to this agreement.)

Transfer Courses from Other Institutions - Courses offered in transfer from other institutions will be evaluated for acceptance provided the work was taken at an institution accredited as degree-granting by a recognized regional accrediting body for higher education at the time the course work is completed. A grade or equivalent of C (2.0) or better must have been earned in each course accepted for transfer. Course work accepted in transfer from GCC and other institutions shall be applied to specific degree requirements subject to the discretion of the School of Continuing Studies. Once admitted to a program, transfer work will be accepted only with prior approval. No transfer work will be accepted during the final semester before graduation. CLEP exams are considered transfer credits. Up to 60 credits can be transferred into the bachelor’s degree.

Pass/Fail Designation - The School of Continuing Studies generally does not accept credits earned with a Pass/No Pass designation.

Official Transcripts Required - No transfer credit shall be formally accepted or recorded until the University has received an official transcript directly from the records office of each institution that offered the course work. If course work is being transferred from more than one institution, a transcript must be received from each institution. (See the University of Richmond, School of Studies Evening School Catalog for more complete information.)

Test of English as a Foreign Language - Students whose native language is not English, or whose collegiate level or secondary level instruction was not English, must also earn a score of at least 500 on the paper-based or 213 on the computer-based Test of English as a Foreign Language (TOEFL) before admission to or enrollment in the University of Richmond, School of Continuing Studies. The University may require an additional evaluation for language proficiency through testing or individual interviews for students with TOEFL scores near the minimum score. Information on the TOEFL may be obtained from the Educational Testing Service, Princeton, New Jersey 08541 or www.toefl.org.

Eligible Transfer Programs

The following bachelor’s degree programs in the SCS accept credits from GCC:

Emergency Services Management
Human Resource Management
Information Systems or IT Management
Liberal Arts (including preparation for the Teacher Licensure certificate and the Weekend College Program)
Paralegal Studies

Note: The Weekend College program has core course-specific requirements for program completion. Students entering the program must have earned a minimum of 45-60 transferable semester hours of
undergraduate general education courses. Counseling from the SCS is strongly advised early in the GCC transfer program.

Catalog Requirements for Graduation

Students who are accepted early, including those accepted through guaranteed dual admission, at the School of Continuing Studies, University of Richmond, are subject to the SCS catalog requirements in effect at the time of enrollment in the initial course taken at the University of Richmond. Note: The University of Richmond specifically reserves the right to change requirements for any major, minor and/or program and to implement them during any particular year.

Faculty Collaboration

The SCS/UR and GCC agree that the faculties and staffs of the two institutions will work together to maintain a course-by-course evaluation of all courses in the Associate in Arts or Associate in Science degree programs at GCC and the Bachelor of Liberal Arts and Bachelor of Applied Studies programs at SCS. Likewise, GCC faculty and advising staff will encourage prospective SCS transfer students to meet the spirit and content of the SCS general education requirements to the greatest extent possible, including enrollment in appropriate liberal arts courses pertinent to graduation requirements at the University of Richmond. The School of Continuing Studies will assume the responsibility for keeping appropriate staff at GCC apprised of pertinent information with regard to all SCS academic programs.

Announcement of Availability of Articulation Agreement

Germanna Community College agrees to support this articulation agreement with the University of Richmond, School of Continuing Studies by indicating the relationship in appropriate literature and through the GCC web site. The SCS will also make this agreement known in appropriate materials pertinent to students from Germanna Community College.

Effective Date of Agreement

This articulation agreement will be implemented immediately upon execution of all signatures below and will remain in effect until terminated by either party, provided written notice is given to the other party of the intention to terminate. Such notice shall be effective only if given 180 days prior to the intended date of termination. Upon termination, the agreement will remain in effect for two (2) additional academic years to accommodate those students currently pursuing the articulation program.

__________________________________________  _______________________
Dr. James L. Narduzzi, Dean                     Dr. Frank S. Turnage, President
University of Richmond/SCS                       Germanna Community College

__________________________  _______________________
Date                        Date