

**GUARANTEED ADMISSION AGREEMENT
MERCER COUNTY COMMUNITY COLLEGE
AND
JAMES MADISON UNIVERSITY**

James Madison University (JMU) and Mercer County Community College (MCCC) recognize the need to facilitate the transfer of students from MCCC 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 MCCC and be eligible to graduate with an Associate in Science or Associate in Arts Transfer degree program.
2. Complete and sign a *Guaranteed Admission Agreement Letter of Intent* form.
 - A. It is primarily the responsibility of students who choose to pursue this guaranteed admission agreement to know and understand the requirements for the MCCC Associate in Science or Associate in Arts, 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 MCCC.
 - A. If a student has attended multiple institutions, they must have earned a minimum cumulative grade point average of 3.000 on a 4.0 scale at MCCC and all previous institutions.
 - B. All work attempted at MCCC 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. 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 MCCC, 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, and social science).

- 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 have completed all requirements of the GAA by the end of the spring term will be given priority for the upcoming fall semester. 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. Students who complete the GAA requirements in the fall may need to wait until the following summer or fall terms to start their course work at JMU.
 - ◆ 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.
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 transferred to MCCC are not eligible for participation in the GAA.
2. Students who earn the Associate in Science or Associate in Arts Transfer 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 for academic or non-academic reasons from any college 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 in Science or Associate in Arts Transfer degree program at MCCC who meets JMU's transfer admissions requirements and completes all requirements for an Associate in Science or Associate in Arts 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 have a minimum of 120 earned credit hours accepted by JMU, have earned at least 50% of credit hours accepted by JMU from accredited senior (four-year) institutions of higher education, including JMU (60 credits for degree programs of 120 credits), and have earned a minimum of 25% of credit hours at JMU (30 credits for degree programs of 120 credits).
3. JMU cannot 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 MCCC for AP, IB and Cambridge International examination scores will be reevaluated by JMU. Credit is not guaranteed for these sources; 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.
7. MCCC students may select the JMU undergraduate catalog in effect at the time of enrollment in the Guaranteed Admission Agreement and may continue with the degree requirements as specified in this catalog for up to five academic years. If the transfer to JMU is not made within five years then the student will follow the JMU undergraduate catalog in effect at the time of transfer to JMU.

ADMISSION TO JMU COLLEGES AND ACADEMIC UNITS

1. 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 MCCC

MCCC will:

1. Disseminate accurate information to MCCC 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 MCCC students in choosing courses that will best prepare them for their intended major at JMU. The Transfer and Career Services Office will train

faculty advisers to provide appropriate and accurate advising services related to students' plans to apply to JMU.

3. Notify the Vice Provost for Academic Development at JMU when situations arise that warrant MCCC 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 MCCC students.

RESPONSIBILITIES OF JMU

JMU will:

1. Provide MCCC with course equivalent information regarding MCCC courses and JMU equivalent courses. An annual review will be conducted to insure that this information is shared with MCCC 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 MCCC to JMU.
4. Review and update all JMU-produced advising guides or advising sheets every three years.
5. Notify the MCCC Director of the Transfer and Career Services Office when situations arise that warrant MCCC faculty and JMU faculty interaction to address advising or curricular issues.
6. Collaborate with MCCC to promote the guaranteed admission agreement among prospective and current MCCC students.

TERMS OF AGREEMENT

1. MCCC will designate officials who will be responsible for all aspects of the guaranteed admission program at MCCC. 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 MCCC will be the Director of the Transfer and Career Services Office.
2. Both parties are to communicate the conditions of this agreement to their respective clientele (external and internal constituents). JMU and MCCC 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 intention 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.