



**PROGRAM-TO-PROGRAM  
GUARANTEED ADMISSIONS  
TRANSFER AGREEMENT  
BETWEEN  
COMMUNITY COLLEGE OF PHILADELPHIA  
AND  
UNIVERSITY OF MARYLAND GLOBAL CAMPUS**

**Preface**

Community College of Philadelphia (CCP) and University of Maryland Global Campus (UMGC) enter into this Program-to-Program Guaranteed Admissions Transfer Agreement (Agreement) to facilitate the transfer of CCP students to UMGC. This Agreement applies to eligible students who graduate from CCP and enter UMGC as full-time or part-time undergraduate students. Additionally, CCP employees, spouses and dependents who enroll in UMGC undergraduate or graduate programs may benefit from the Financial and Scholarship Incentives set forth in Section III of this Agreement and will be considered Community College Employee Program Participants (“Program Participants”).

**I. Guaranteed Admissions**

Under this Agreement, eligible students of CCP (“eligible student”) who have graduated from CCP with an Associate Degree will be guaranteed admission into UMGC with third year (junior) status at UMGC on the condition that they:

1. Graduate from CCP with an appropriate Associate in Arts (A.A.), Associate in Science (A.S.) or Associate in Applied Science (A.A.S.) Degree with a minimum cumulative GPA of 2.0. (Please see Appendix A for a list of degree/majors included in this Agreement);
  - a. Students should submit an electronic Intent form available on UMGC’s webpage
2. Complete UMGC’s admissions application prior to the regularly scheduled UMGC semester in which the individual intends to enroll. The admissions application fee will be waived. Students must meet all of UMGC’s admission criteria, and not otherwise be disqualified by federal or state law, or any policy of UMGC or the University System of Maryland (“USM”) from admission to UMGC. To be an eligible student, the applicant must:
  - a. Certify on the admissions application that they have graduated from a state-approved or regionally accredited U.S. high school or achieved one of the required equivalencies under USM Policy III-4.00; have completed high school or 60 or more credits of an Associate Degree; have satisfied UMGC’s English proficiency requirement; and have satisfied all other admissions requirements under UMGC Policy 210.00 Undergraduate Admission Policy (“UMGC Admissions Policy”)

(available at: <https://www.umgc.edu/administration/policies-and-reporting/policies/academic-affairs/undergraduate-admissions.cfm>); and

- b. Be in good standing at CCP (in accordance with CCP's policies), and not subject to disciplinary expulsions or suspensions at a USM or other institution in accordance with Section III.E. of the UMGC Admissions Policy and USM Policy V-8.0–Board of Regents Policy on Event-Related Student Misconduct (available at: <https://www.usmd.edu/regents/bylaws/SectionV/V800.html>); and
  - c. Not require F1 visa or I20 applicants or other visas that requires sponsorship from UMGC.
3. Do not attend another institution of higher education between the time they graduate from CCP and enroll at UMGC;
  4. Enroll at UMGC within one year of CCP graduation.

Students who have previously matriculated to UMGC are not eligible for Guaranteed Admissions to UMGC, but are encouraged to apply as a transfer or readmissions student to UMGC.

There is no obligation on the part of the Guaranteed Admissions CCP student if the student decides not to transfer to UMGC.

Students are strongly encouraged to meet with an UMGC Admissions Representative and/or a CCP Academic Advisor, Counselor or Program Advisor to develop a course taking strategy to maximize course transferability.

CCP graduates entering UMGC under the terms of this Agreement go through the UMGC normal transfer admissions process and therefore must meet all applicable UMGC requirements and deadlines pertaining to application for admission, orientation and registration, and payment of tuition and fees. They will abide by the policies and procedures, and any revisions thereof that apply to all UMGC students.

## **II. Transfer and Academic Guidelines**

1. Transfer credit shall be awarded for courses with a grade of “C” or above for any and all courses transferred to UMGC. Grades of “D” may transfer with UMGC stipulations and if consistent with UMGC policies. UMGC will need official transcripts for evaluation of credit from other attended institutions, including military transcripts. Credit will also be awarded for AP, CLEP, etc. with appropriate documentation. Developmental courses are not eligible for transfer.
2. The maximum number of semester hours that can transfer to UMGC from a 2-year college is 70, unless specified in a program articulation agreement to accept additional credit. Students enrolled in an undergraduate program of study at UMGC are required to complete a minimum of 120 credits. At least 30 credits must be completed at UMGC including at least half of the requirements in the major or area of specialization.
3. A full time student admitted with third year (junior) status to UMGC will be able to complete a bachelor's degree at UMGC within two academic years provided the student completes the appropriate associate degree at CCP and completes and appropriately

sequences his/her remaining course work at UMGC. Students are advised to follow the appropriate curricular map/transfer guide included in this Agreement.

4. Under this Agreement, UMGC guarantees that all CCP credits from CCP programs of study listed in this Agreement will fulfill general education, elective or major requirements in the corresponding UMGC major that the CCP transfer student wishes to pursue.
5. Students who have pursued a CCP associate degree study other than those designated in this Agreement and who wish to transfer to UMGC may still be considered for admissions on an individual basis and their credits will be evaluated on a course-by-course basis.

### **III. Financial and Scholarship Incentives**

To encourage CCP graduates or CCP employees, spouses and dependents (Program Participants) to transfer to UMGC, UMGC agrees to the following:

1. Waive the application fee for students or Program Participants who apply at UMGC pursuant to this Agreement.
2. Offer the following financial incentives for Community College Students and Program Participants:

#### **Tuition Discount:**

The tuition for eligible students and Program Participants shall be equal to the current catalog published out-of-state tuition less twenty-five percent (25%) (the “Discounted Tuition”), for those academic programs approved for this Agreement. By receiving this Discounted Tuition, students are awarded the equivalent of in-state tuition at UMGC, except that:

- a. The Discounted Rate shall not apply to UMGC’s specialty undergraduate and graduate courses or programs and doctoral courses or programs, which can be found at <https://www.umgc.edu/costs-and-financial-aid/tuition/index.cfm>, which may be amended from time to time;
- b. If the Discounted Tuition rate is less than the in-state tuition rate, a student or Program Participant will receive the in-state, or any other applicable, rate, as described in this Section; and
- c. Students or Program Participants who qualify for the in-state tuition rate or special tuition rate offered to active-duty military servicemembers, spouses, and dependents shall be charged the applicable rate.

#### **Military Benefits:**

UMGC offers reduced tuition rates for military service members and their spouses and eligible dependent children. To receive the reduced military tuition rate, a student or Program Participant must submit documentation to verify eligibility in accordance with the procedures for receiving the military tuition rate within 30 days of the date the application for admission is submitted. To learn more about the required documentation for military service members and their spouses and dependent children, view Steps to Apply for Military and Veteran Students:

<https://www.umgc.edu/military-and-veterans/benefits-and-financial-aid/military-tuition-rate-eligibility.cfm>.

- Eligible students or Program Participants will not receive the 25% tuition discount if they already qualify for the in-state tuition rate or the special tuition rate offered to active-duty military service members, spouses, and dependents and are already charged the lower of the Discounted Tuition rate or the applicable rate.
- This tuition discount may be renewed each year contingent upon the students' or Program Participants' submitting their FAFSA and remaining in good academic standing at UMGC.
- All students or Program Participants will be provided with UMGC financial aid information and receive full consideration for UMGC financial aid upon matriculation at UMGC.
- Financial Aid will be awarded to CCP students or Program Participants on the same basis as all UMGC students. They will have equal access to all state and federal financial aid programs.

#### **IV. The Agreement**

To facilitate the transfer of CCP graduates to UMGC in accordance with the foregoing guarantee, the parties agree to the following:

##### **A. Obligations of University of Maryland Global Campus:**

1. Participate in student outreach (e.g.: transfer fairs, campus visits, virtual open houses, etc.) at twice each fall and spring semesters. All marketing materials and communications that reference Guaranteed Admissions shall include the disclaimer "for eligible students only" and reference or provide a link to CCP's and/or UMGC's website stating the requirements of Section I.3. of this Agreement.
2. Invite CCP students to an informational meeting with UMGC faculty and staff on a regular basis at both CCP and UMGC in order to facilitate smooth curricular and co-curricular integration to UMGC.
3. Send a UMGC conditional letter of admission to all CCP students who complete a UMGC Intent form in accordance with the expectations stated in the Guaranteed Admissions section and who meet the conditions set forth in this Agreement.

A formal offer of admission will be sent upon receipt of the Undergraduate Admissions application (the semester before the students plan to matriculate). CCP students who complete a UMGC Intent form will be governed by the UMGC degree requirements in effect at the time of signing the Intent form.

4. Encourage CCP transfer students to complete the appropriate associate degree before matriculation to UMGC in order to take advantage of this Agreement. If the CCP student chooses to transfer and matriculate to UMGC before completion of the associate degree, UMGC will encourage reverse transfer. UMGC has developed a reverse transfer credit process in collaboration with the National Student Clearinghouse and will collaborate with CCP to notify and assist students with this reverse transfer benefit.
5. Continue working with CCP on program-to-program Curricular Maps/Transfer Guides that specify for CCP transfer students the CCP courses that satisfy major requirements needed for both associate and bachelor's degree completion. To facilitate this, CCP and UMGC

agree to finalize program-to-program transfer guides or no later than 3 months from the signing of this Agreement.

6. Notwithstanding any other provision, consistent with the Department of Defense's Memorandum of Understanding with educational institutions, UMGC will not make more than two unsolicited contacts with known service members who have not yet opted into communications.

## **B. Obligations of Community College of Philadelphia**

1. Publicize this Agreement to prospective students in its promotional literature, social media and website. All marketing materials and communications that reference Guaranteed Admissions shall include the disclaimer "for eligible students only" and reference or provide a link to CCP's and/or UMGC's website stating the requirements of Section I.3. of this Agreement.
2. Make arrangements for UMGC recruiters to visit CCP and/or to participate in student outreach (e.g.: transfer fairs, CCP campus visits, virtual open houses, etc.).
3. Inform qualified students matriculating at CCP of the opportunity for Guaranteed Admissions transfer to UMGC under the terms of this Agreement.
4. Invite enrolled CCP students to participate in this Agreement through the submission of an electronic UMGC admission application on the National Community College Alliances page of the UMGC website: <https://www.umgc.edu/transfers-and-credits/community-college-alliances/national-community-college-alliances>.
5. Provide information on the UMGC academic and admissions requirements online. Program-to-program curriculum map/transfer guides for specific programs of study will be available online for student use.
6. CCP will comply with its Voluntary Education Partnership Memorandum of Understanding with the Department of Defense to the extent applicable to this Agreement.

## **C. Joint Obligations**

1. Consult with each other through appropriate channels prior to implementing major changes in policy or curricula that directly affect students transferring under the terms of this Agreement, and keep each other informed of any other changes of policy or curricula that affect those students. Both UMGC and CCP will review this Agreement annually and make any changes upon mutual agreement, as needed. Such changes will become effective when both CCP and UMGC sign the revised document.
2. Collaborate in providing students with information and academic advising about this Agreement, UMGC's academic requirements, and the process of transferring to UMGC.
3. Develop and implement advertising and promotional efforts to communicate the benefits of Guaranteed Admissions transfer.
4. Designate a representative or representatives who will coordinate this Agreement between the two institutions.
5. Consistent with the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232g, exchange aggregate data annually that will contribute to the maintenance and

improvement of this Agreement, enhance the transfer process, and promote effective cooperation between institutions. This shall not include the disclosure of personally identifiable information unless the student has provided a written FERPA waiver, or the disclosure is subject to a regulatory exemption under FERPA.

6. Facilitate and support consultation and collaboration between their faculties related to this Agreement, General Education, degree requirements, and other academic matters.
7. Provide direct links between UMGC and CCP websites, including links stating the requirements of Section I.3. of this Agreement.
8. Continue their respective policies of non-discrimination in regard to sex, age, race, color, creed, national origin, disability, sexual orientation, gender identity, veteran status or any other status protected by Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, the American with Disabilities Act, or any other applicable federal, state, or local law. The parties agree to reasonably cooperate with each other in any investigation of claims of discrimination or harassment, to the extent permitted by law.

#### **D. General Provisions**

1. Entire Agreement. This Agreement contains the entire agreement of CCP and UMGC and supersedes any and all prior and/or contemporaneous agreements between the parties, written or oral, with respect to the subject matter of this Agreement. This Agreement may not be changed or modified orally, but may only be changed or modified by an agreement in writing signed by both Institutions.
2. No Partnership. Nothing in this Agreement is intended, shall be, or shall be deemed to constitute a partnership, joint employer, or joint venture between CCP and UMGC. Nothing in this Agreement is intended, shall be, or shall be deemed to create third-party rights or third-party contract beneficiary status to any person or entity other than UMGC and CCP as the two signatory parties.
3. Preservation of Immunities. Nothing herein shall constitute or be considered to be a limitation upon or waiver of the sovereign immunity of the parties or the State of Maryland.

#### **E. Revision, Renewal and Termination of this Agreement**

University of Maryland Global Campus' Senior Vice President and Chief Academic Officer and the Vice President for Academic & Student Success at Community College of Philadelphia or their designees, are responsible for identifying, and communicating to each other, changes in the policies or requirements of their respective institutions that affect this Agreement. Modifications to the terms and conditions of this Agreement may only be made by written agreement of the parties. Until such modification by mutual written agreement, the then-current terms of the Agreement shall remain in effect.

This Agreement will be in effect as of the date of its signing, for students entering UMGC on or after Fall 2021, and will continue in effect for five (5) years unless otherwise modified or terminated in accordance with this Agreement. Either institution may terminate this Agreement at any time by written notice at least one year in advance of the effective date of termination. Should this Agreement be terminated, it is understood that students already accepted to UMGC through the effective date of termination will continue to receive the benefits articulated in this Agreement, unless no longer permissible under USM policy or Maryland law.

Provided that all parties execute a copy of this Agreement, this Agreement may be executed in counterparts, each of which shall constitute an original, and all of which together shall constitute one and the same document. This Agreement may be executed by the parties and transmitted by facsimile or electronic transmission, and, if so executed and transmitted, shall be effective as if the parties had delivered an executed original of this Agreement.

The willingness of both institutions to enter this Agreement in order to facilitate the transfer of students from CCP into UMGC, and to expand their opportunities for academic success there, is indicated by the following signatures.

The undersigned representatives of the parties, Community College of Philadelphia and University of Maryland Global Campus, have executed this Agreement on the date indicated below:

**FOR COMMUNITY COLLEGE OF PHILADELPHIA:**

DocuSigned by:  
*Donald Generals*  
9704580513E3456... Date: 10/12/2021 | 3:17 PM EDT

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Donald Generals, Ed.D.  
President

DocuSigned by:  
*Samuel Hirsch*  
5499A131071C467... Date: 10/8/2021 | 1:57 PM EDT

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Samuel Hirsch, Ed.D.  
Vice President for Academic & Student Success

**FOR UNIVERSITY OF MARYLAND GLOBAL CAMPUS:**

DocuSigned by:  
*Frank Principe*  
EC178B5C47544C3... Date: 10/4/2021 | 12:56 PM EDT

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Frank Principe, Jr.  
Senior Vice President Government Affairs & Strategic Partnerships

DocuSigned by:  
*Blakely Pomietto*  
B9DEBAB00253441... Date: 10/8/2021 | 1:42 PM EDT

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Blakely Pomietto  
Senior Vice President and Chief Academic Officer

## **Appendix A**

The following CCP Associate in Arts (A.A.) and Associate in Applied Science (A.A.S.) degrees are included in this Agreement and correspond to UMGC bachelor's degrees as noted:

<b>Community College of Philadelphia</b>	<b>University of Maryland Global Campus</b>
Business-Accelerated (AA)	Business Administration (BS)
Business-General (AA)	Business Administration (BS)
Computer Science (AS)	Computer Science (BS)
Criminal Justice (AAS)	Criminal Justice (BS)
Cybersecurity (AAS)	Cybersecurity Management and Policy (BS)
Health Services Management (AA)	Health Services Management (BS)
Liberal Arts (AA)	General Studies (BS)