

Dual Admission Agreement

Motlow State Community College And The University of Tennessee at Chattanooga

THIS AGREEMENT (the "Agreement") is entered into on April 25, 2016, by and between The University of Tennessee at Chattanooga ("UTC") and Motlow State Community College ("MSCC"). The parties desire to enter into this agreement pursuant to which students participate in a program designed to assist students in obtaining an associate's degree and progress directly to a bachelor's degree program according to the terms contained in this Agreement.

1. Description of Dual Admission

A. Definitions.

Dual Admission: A student enrolled in MSCC is admitted into UTC but does not enroll in UTC courses until the student graduates with the associate's degree. Throughout this program students will receive cooperative advising.

Cooperative Advising: The dual admission program provides enhanced advisement and transition support services by both institutions to the student.

B. Purpose.

The purpose of this Agreement is to establish programs to promote successful experiences for students who wish to complete a degree.

More specifically, the goals are:

1. To eliminate barriers for students in attaining their educational goals.
2. To improve academic program articulation.
3. To improve student success and retention.
4. To provide a curriculum plan for students for seamless transition for earning an associate's degree and a bachelor's degree.

The parties agree that the Dual Admission program provided under this Agreement shall comply with all applicable SACSCOC, THEC, and TBR requirements.

2. Dual Admissions

A. Eligibility to Apply for Dual Admission

A student must meet the following requirements:

1. Be planning to pursue both an Associate's Degree and Bachelor's degree.
2. Meet current admission criteria for MSCC
3. Have earned 29 or fewer college-level semester hours and have a cumulative GPA of 2.0.

B. Ineligibility for Dual Admission

1. A student may participate in only one Dual Admission program at a time.
2. Failure to complete an associate's degree at MSCC will end a student's participation in the program.

3. Failure to follow the requirements of the Dual Admission program will render a student ineligible for continuation in the program.

C. Dual Admission Student Responsibilities

- MSCC students who fulfill the requirements for the Dual Admission program will be guaranteed acceptance into UTC.
- Students must apply and be admitted to MSCC.
- Students must complete Dual Admissions Intent to Participate form that includes authorization for exchange of all application and academic information between MSCC and UTC.
- Students must apply to UTC at beginning of dual admission agreement.
- Students must earn an A.S., A.A. or A.S.T. degree from the MSCC.
- Students must maintain a 2.0 cumulative GPA to be in good standing in the Dual Admission program.
- Students who adhere to the Tennessee Transfer Pathway will be assured application of TTP credit toward the specific major at UTC.
- Students who attend another institution between the time they graduate from MSCC and enroll at UTC must re-apply to the college as a transfer student.
- Students must re-apply to the Dual Admission program if there is a break of more than one year in their attendance at the community college.
- Students must complete financial aid paperwork for UTC prior to enrolling at the college.
- Student will comply with all applicable MSCC and UTC policies, rules, regulations, and conduct codes.
- Students may withdraw from the program by providing notice of such, in writing, to the community college.

D. Institutions' Responsibilities for the Dual Admission Program

- MSCC will provide UTC with a Dual Admission Program Intent to Participate form, high school transcript, ACT/SAT scores for applicants less than 21 years of age, and any other transcripts from other institutions.
- Both institutions will provide the application for the Dual Admission program online.
- Both MSCC and UTC will track Dual Admission students in their student information systems.
- Both institutions will maintain educational records for students taking classes at their respective institutions.
- The institutions will exchange student transcript information at the end of each academic term, and additional records may be exchanged upon request and in compliance with FERPA requirements.
- The institutions will work together to develop electronic data interchange information technologies to facilitate the disclosure of student education information between the institutions.
- MSCC and UTC will assign each student to an advisor from each institution.
- Each institution will develop a web site specifically for the Dual Admission program.
- At the end of each semester, the community college will provide the university/college a transcript for each participant in the Dual Admission program, and the community college work will be posted as transfer credit in the university/college student information system.
- Each institution will establish a primary and secondary campus contact.
- The institutions will establish a marketing plan for the program.
- The transfer of credits between the institutions will be processed pursuant to policies and procedures of the institution that will be accepting the transfer credits.
- Students will be guaranteed acceptance to UTC rather than to a particular college or major. Admission to a major will require following the requirements of that major.

- Each institution will apply its own administrative processes and procedures to address (a) complaints or grievances relating to its administration, faculty, staff, the student, other students, classes, services or facilities and (b) violations of its policies, rules, regulations, and/or conduct codes.

3. Advantages for Students

- Students are guaranteed acceptance to UTC upon completion of the A.A., A.S. or A.S.T. degree at MSCC rather than to a particular college or major. Admission to a particular major requires students to meet the criteria designated by that major.
- Students can save money by enrolling for their first two years at MSCC with lower tuition and fees.
- Students will become familiar with the university/college staff and academic advisors, which should facilitate the transition process.
- Students will be able to view their entire degree plans at the onset of their college career.
- Students will receive a UTC campus student ID card and will have access to UTC events for a nominal fee.

4. General Provisions

- A. Semester meetings: The institutions agree to hold one or more meetings (may be by telephone) each semester to address questions and to facilitate the programs.
- B. Annual review: This Agreement will be subject to annual review by representatives of each institution. Any recommendations for revisions will be made in writing and reviewed by each institution's respective Chief Academic Officer or their designees. The requirements of this Agreement may only be amended in the form of an Amendment signed by authorized representatives of the parties and the Tennessee Board of Regents
- C. Focus on student success: This Agreement is in keeping with the Tennessee Board of Regents focus on partnership and collaboration between institutions.
- D. Non-Exclusivity: This Agreement is not exclusive, and either party may enter into similar agreements with any other party.
- E. Term: This Agreement will be effective from the date of final signature below, the Effective Date, until terminated in writing by either party with one year prior notice. It is agreed that if terminated, both institutions will honor the terms of the Agreement for students already participating in the program at the time notice of termination is given.
- F. Non-discrimination: The parties agree to comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Executive Order 11,246, the Americans with Disabilities Act of 1990 and the related regulations to each. Each party assures that it will not discriminate against any individual including, but not limited to, employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status or national origin.

The parties also agree to take affirmative action to ensure that applicants are employed and that employees are treated during their employment without regard to their race, religion, creed, color, sex, age, disability, veteran status, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection available to employees and applicants for employment.

G. Point of contact information:

For MSCC:
Cynthia S. Kelley, Ph.D.
V.P. for Academic Affairs
Email: ckelley@mscc.edu
Phone: 931-393-1828

For UTC:
Lee Pierce
Director of Undergraduate Admissions
Email: Lee-Pierce@utc.edu
Phone: 423-425-4662

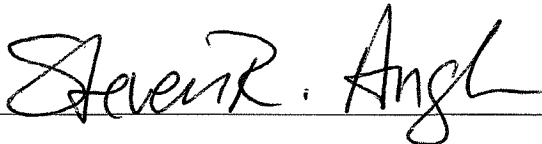
H. Notices: All notices or other written communications relating to termination, expiration, or any other legal matter relating to this Agreement will be effective when received and must be given in writing by courier or reputable overnight delivery service, or by certified mail, return receipt requested, to either party at the following address (or to such other address as such party may substitute, by providing a written notice.)

For MSCC:
Camilla Stafford
Purchasing Agent
Email: cstafford@mscc.edu
Phone: 931-393-1930

For UTC:
Lee Pierce
Director of Undergraduate Admissions
Email: Lee-Pierce@utc.edu
Phone: 423-425-4662

I. Confidentiality of Records: All educational records created, disclosed, or maintained pursuant to the terms of this Agreement are confidential and shall be created, disclosed, and maintained pursuant to the provisions of Family Educational Right to Privacy Act, also known as FERPA (20 U.S.C.A. s1232g) and its regulations.

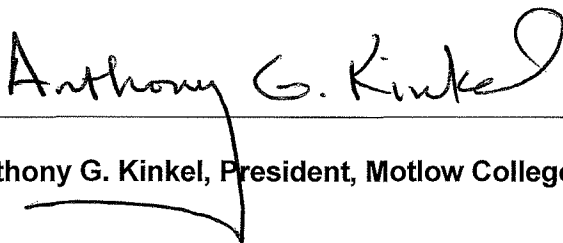
In witness whereof, the parties have by their duly authorized representatives set their signatures.



4-25-2016

Dr. Steven R. Angle, Chancellor, University of Tennessee at Chattanooga

Date



April 25, 2016

Dr. Anthony G. Kinkel, President, Motlow College

Date



MOTLOW COLLEGE

My Motlow. My Future.

Dual Admissions Intent to Participate

By signing this statement of intent you are indicating your intention of participating in the UTC and MSCC Dual Admissions Program. As a participant in the Dual Admissions Program, you are subject to the same admission, matriculation, disciplinary and degree requirements governing all other UTC and MSCC students. This agreement stipulates admission to UTC rather than to a particular college or major. This Intent to Participate form will also serve as a Release of Information that authorizes the institutions to share appropriate admission, financial, academic and advising information concerning the enrollment and performance of the student. You are agreeing to abide by the policy and procedures of the Dual Admissions Program, MSCC and UTC.

Academic Advising:

Knowing the important role that academic advising plays in a student's success, counselors and advisors at MSCC and UTC are available to assist you in tailoring your program of study to meet your educational goals. If you change your major, you will need to notify your academic advisor at MSCC and UTC.

Name _____

Date of Birth _____

Address _____

Email _____

Telephone _____

Cell Phone _____

I plan to attend my first class at UTC: Fall Spring Summer Year _____

I have completed _____ credit hours. I am currently enrolled in _____ credit hours.

Intended Major _____

Participants Signature

Date

Signature of Parent or Guardian
(only required if participant is under the page of 18)

Date

PLEASE RETURN COMPLETED FORM TO
MOTLOW STATE COMMUNITY COLLEGE ENROLLMENT SERVICES OFFICE
P.O. Box 8500
Lynchburg, TN 37352



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Dual Admissions Student Checklist

- Student plans to pursue a Bachelor's Degree at UTC
- Student meets current admissions criteria for Motlow State Community College
- Student has earned 29 or fewer college-level course hours (Excluding Dual Studies and Prior Learning Assessment credit)
- If college-level courses have been earned, cumulative GPA ≥ 2.0
- Student must complete an Intent to Participate form and submit it to Motlow State Community College's Admissions Office after signatures are obtained