

**Guaranteed Transfer Partnership Agreement**  
**between**  
**Old Dominion University**  
**and**  
**Hampton Roads Strategic Transfer Alliance Partnering Institutions**  
**Mobility Pass Program**

**Whereas,** The Hampton Roads Strategic Transfer Alliance (hereinafter referred to as HRSTA) is comprised of Old Dominion University and four community colleges servicing the Hampton Roads area: Eastern Shore Community College, Paul D. Camp Community College, Thomas Nelson Community College and Tidewater Community College.

**Whereas,** Old Dominion University (hereinafter referred to as ODU) is an institution of higher learning that provides educational and research programs of the highest quality,

**Now therefore** ODU and HRSTA community colleges enter into a Memorandum of Understanding to establish a relationship in the area of enrollment management to benefit all member institutions and the students they serve.

I.

**Purpose**

This agreement lays the foundation for a partnership designed to facilitate the seamless transfer of students attending Hampton Roads Strategic Transfer Alliance (HRSTA) partnering institutions to Old Dominion University (ODU). The agreement stipulates the criteria under which HRSTA community college students are guaranteed admission to ODU and describes curricular benefits that exceed those outlined in the existing Guaranteed Admissions Agreement, dated August 12, 2016, between the VCCS and ODU.

The intent of this cooperation between ODU and HRSTA institutions is as follows:

- To promote a shared interest in student success by creating the Hampton Roads Mobility Pass Program
- To offer those students who need additional preparation prior to enrolling at ODU the chance to excel at a HRSTA partner institution and guarantee their admission to ODU once they earn at least 16 credits and at least a 2.5 GPA at one of the HRSTA partner institutions;
- To encourage students who will need significant pre-college preparation to take advantage of the resources at HRSTA and to transfer to ODU at a later time;
- To facilitate a reverse-transfer program in which all program participants can be audited for degree completion at HRSTA after they have become students at ODU; and
- To facilitate a seamless transition of their graduates, participating VCCS institutions will distribute a communication from ODU for the purposes of outreach in accordance with the Federal Educational Rights and Privacy Act (FERPA).

II.

To achieve these goals, ODU and HRSTA will, insofar as the means of each require:

- Develop targeted outreach programs to educate students in the HRSTA institutions' service area about the availability of this program;
- Share academic records of students electing to participate in this program;
- Create specialized advising programs to help students understand the residency and degree requirements at their respective HRSTA institution to ensure they may become eligible for an associate's degree in a timely manner; and
- Transmit transcripts from ODU to HRSTA partner institutions once a student in the program has earned 60 credits and 75 credits, with the last transcript to be sent for any student in the program after 33 months from his or her initial enrollment at an HRSTA institution.

### III.

#### **Program Participants Who Elect to Complete Associate Degrees**

1. ODU will accept applications from students who wish to transfer from HRSTA institutions into any baccalaureate degree program, offered on campus or online.
2. HRSTA institution students who graduate with an Associate of Arts (AA), Associate of Science (AS), Associate of Fine Arts (AFA), Associate of Applied Science (AAS), Associate of Arts and Sciences (AA&S), or Associate of Applied Arts (AAA) degree are guaranteed admission to ODU.
3. Students transferring from HRSTA institutions must meet the same prerequisites, grade point average (GPA) and other admission criteria, as native or transfer students applying for entry to ODU programs.
4. ODU will compute an average cumulative GPA from all transfer institutions previously attended. Trends in academic performance will be considered.

### IV.

#### **Acceptance and Application of Credits**

1. Acceptance in some degree programs at ODU is competitive; thus, guaranteed admission into ODU does not imply admission to these programs without further acceptance by the program or department offering the major. Students under this agreement will be considered on the same basis as native ODU students for admission to the competitive majors.
2. HRSTA institutions and ODU will agree upon specific curricular pathways that include courses that apply fully to meeting lower division general education requirements in all ODU baccalaureate programs as well as to any specific ODU baccalaureate degree requirements in the curricular pathway.
3. Graduates of AA, AS, and AA&S programs that have been approved as transferrable by SCHEV are considered to have met ODU lower-division general education requirements. Graduates of other degree programs may be required to

complete additional general education courses as part of their bachelor's degree plan and may be required more than 120 credits to complete the bachelor's degree at ODU.

4. Coursework in which grades of C and higher earned at HRSTA institutions may be applied toward the requirements at ODU.
5. ODU will accept credit for prior learning such as Advanced Placement, International Baccalaureate, Cambridge, and CLEP according to the ODU policies in effect at the time of the application for admission to ODU. ODU will evaluate courses/credits earned at other institutions.
6. No distinction will be made by ODU regarding college courses applicable to the transfer-oriented associate degrees that are taken through dual enrollment arrangement with high schools.
7. ODU will maintain course equivalency information in its online database. Students will be guaranteed specific transferability of their courses for six years from the date they begin coursework at HRSTA institutions. To be guaranteed equivalent courses and requirements at the time they begin courses at the partner VCCS institution, students should submit the online Letter of Intent to Transfer to ODU to ensure that they are following the correct curricular pathway.
8. No fewer than 30 semester hours must be earned at ODU to be eligible for graduation. A minimum of 12 credit hours of upper-level courses in the declared major program must be completed at ODU.

## V.

### **Maintenance of the Partnership**

1. The agreement, articulated curriculum pathways, and relevant transfer course equivalences will be reviewed annually by ODU and HRSTA institutions. Each institution will designate an individual to monitor this agreement and to coordinate meetings designed to maintain interinstitutional articulation. In addition, each institution will identify one person to serve as the main contact for each pathway program. Curriculum pathways may be amended by agreement between HRSTA institutions and ODU without need to restate this entire Guaranteed Partnership Agreement.
2. An inter-institutional leadership team will be appointed to plan joint initiatives and to review transfer success.
3. ODU agrees to provide HRSTA institutions progress reports of their respective enrolled transfer students, their majors and academic performance when 10 or more are enrolled in any given year. HRSTA institutions agree to use the transfer data to improve student preparation.
4. ODU agrees to provide HRSTA students with a Mobility Pass ODU student ID card.
5. ODU agrees to facilitate off-campus housing options for participating HRSTA students interested in housing.
6. HRSTA institutions agree to provide space for an ODU representative to meet with prospective transfer students.

7. HRSTA institutions and ODU agree to collaborate on a reverse transfer protocol enabling HRSTA institutions' students to transfer to ODU who do not complete an associate's degree from HRSTA institutions if they satisfactorily complete the appropriate coursework.

VI.

**Amendments and Term of Effect**

This agreement may be amended, as needed, for specific program articulation without affecting the currency of the master agreement. All course-by-course transfer guides may be amended as needed.

This master agreement will remain in effect until terminated by either party upon written notice to other party of an intention to terminate. Such notice will be effective only if given 180 days prior to the intended date of termination. In the event that this agreement is terminated, the terms of the agreement contained herein will remain in effect for the maximum of 2 years.

VII.

The implementation of this Memorandum will be coordinated by a designee of each institution.

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The designees will have the following responsibilities:

- To provide for the execution of the plan to operationalize the memorandum;
- To promote collaboration between the two institutions;
- To serve as primary contacts for individual and group discussions and to coordinate activities among the institutions;
- To convene a working group to meet periodically to evaluate activities and formulate future cooperative agreements which may become advantageous.

#### VIII.

This MOU is not a contract. It serves as a statement of general intention among the institutions and is not intended to be legally binding. No oral agreement with respect to matters in this MOU shall be deemed to create a liability or obligation to either institution. Neither institution should act on behalf of the other.

#### VIII.

Both ODU and HRSTA institutions agree to comply with all applicable federal, state, and municipal laws; rules and regulations; all applicable requirements of any accreditation authority, and to certify compliance upon request.

#### X.

Upon approval of each institution, this Memorandum will remain in effect unless terminated by either institution. Termination shall be effective by giving the other institution at least 90 days' advance written notice of its intention to terminate. Termination shall be immediate for new applicants at ODU; however, the sending of transcripts to HRSTA institutions will continue until all current students in the program have spent more than 33 months at ODU since matriculation at HRSTA institutions.

Executed by Old Dominion University and Hampton Roads Strategic Transfer Alliance institutions in duplicate copies, each of which shall be deemed an original.

**This agreement is effective and approved by all parties listed above on September 13, 2019.**