

**Memorandum of Understanding
Between
American University
4400 Massachusetts Avenue, N.W.
Washington, D.C.
and
Tidewater Community College
121 College Place
Norfolk, VA 23510**

I. Purpose

This Memorandum of Understanding (“MOU”) facilitates the transfer of Tidewater Community College (“TCC”) students who complete an Associate of Arts in Liberal Arts (“AALA”) and wish to pursue a BA in International Relations at American University (“AU”).

American University enters into this agreement with the following objectives:

- A. To attract qualified TCC students into American University.
- B. To facilitate an efficient and smooth transition into American University from TCC.
- C. To provide a path of coursework at TCC that is applicable to programs of study at American University.
- D. To encourage academic coordination, faculty and administrative interactions, and student engagement.

II. Admissions and Academic Requirements

- A. TCC transfer applicants must meet the same admissions criteria set forth for other students applying for transfer to American University. See the Admissions website for the current admissions criteria: www.american.edu/admissions.
- B. The application fee is waived for these TCC students.
- C. Additionally, TCC students must meet the following requirements to be admitted under the terms of this agreement:
 1. Submit a letter of intent no later than October 1st of the academic year prior to their desired matriculation date: www.american.edu/admissions/transfer/GAA.cfm.
 2. Except for validated reasons as determined by AU, remain continuously enrolled at TCC until receipt of the AALA degree.
 3. Submit a completed transfer application and all supplemental materials by February 1 of the academic year prior to their desired matriculate date.
 4. Have a cumulative GPA of at least 3.0 grade point average based on a 4.0 scale, at the time of admission. Students who have at least a 3.5 are eligible to pre-register for courses in the semester prior to matriculation.
 5. Matriculate at AU in the semester designated in the letter of intent.
 - a. Students may defer matriculation for a period of up to one year following receipt of the AALA degree but will be subject to the limits of the university’s capacity, as determined by the University, to register new transfer students in their desired term of enrollment.
 6. Admission under the terms of this MOU is contingent upon meeting high standards of personal conduct, pursuant with the student conduct codes of both the community college and American University. The AU conduct code can be found at this website: <http://www.american.edu/loader.cfm?csModule=security/getfile&pageid=3271099>.

- D. Notwithstanding satisfaction of the above criteria, a prospective TCC transfer student's admission is subject to the following limitations:
1. AU reserves the right to deny admission to students who have been dismissed or suspended (for academic or nonacademic reasons), have a disciplinary record, felony conviction, or to those who cannot demonstrate adherence to high standards of personal conduct.
 2. Admission under this MOU is subject to the University's capacity, as determined by the University, to enroll transfer students in the semester identified in their letter of intent.

III. Financial Aid

- A. American University will provide financial support consistent with institutional policies, which can be found on the Financial Aid website: <http://www.american.edu/financialaid/transferprospects.cfm>.
- B. Notification of awards will be concurrent with the offer of admission for those students who follow the financial aid application deadline requirement for this agreement, which is February 1.

IV. Transfer of Credit and Academic Practices

- A. TCC coursework will be evaluated for transfer credit according to the AU transfer credit policy: www.american.edu/admissions/pdf/upload/Undergraduate-Transfer-Credit-Policy.pdf.
- B. Course articulations are listed in the AU transfer articulation database: <http://www.american.edu/provost/registrar/transfer/index.cfm>.
- C. Course articulations in place at the time a student first enrolls at TCC will be honored by AU if the student completes an AALA degree and successfully transfers to AU within 4 years of initial enrollment at TCC.
- D. Under the terms of this agreement, completion of the AALA degree at TCC will satisfy the General Education requirements at AU.
- E. American University agrees to accept the attached list of coursework from the AALA degree at TCC, into the BA degree at AU, provided achievement be no less than a grade of C or better in each course. The maximum number of transferable credit is 61 credit hours.
- F. Students must meet AU's University Mathematics and Writing requirements for transfer students, as specified in the AU catalog for the academic year of matriculation.
- G. Students will be required to complete a minimum of 60 credit hours of AU coursework to be eligible for the AU undergraduate degree. Students may be required to complete more than 60 credits if they intend to double major or minor.
- H. Admitted TCC students who have a GPA of at least 3.8 at the time of application will qualify for upper-level honors courses at AU. These students will be considered for competitive merit scholarships based on their past academic performance and indicators of future promise.

V. Collaboration between American University and TCC

- A. American University agrees:
 1. To begin an advising process with the TCC student shortly after receiving the letter of intent.
 2. That TCC students will be eligible for consideration in the combined bachelor's/master's program in International Relations.
 3. That TCC students who meet the application deadline of February 1 for the fall semester matriculation, will be informed of their admission and financial aid by March 1.
- B. TCC agrees:
 1. To use its best efforts to inform students seeking admission to American University of the academic requirements necessary to attend and succeed at American University.

VI. Coordination of MOU

A. American University and TCC agree to:

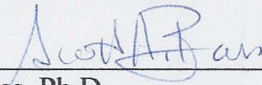
1. Communicate to each other changes to policies or requirements of their respective institutions that affect this MOU,
2. Review the MOU annually or earlier upon the request of either party. This review will include among other items, academic achievement, retention and graduation rates, and transitional experience of participants,
3. Designate a primary contact for the respective institutions to serve as liaison for the purposes of monitoring this MOU,
4. Announce this relationship on the respective institutions' websites, and other marketing venues as appropriate,
5. Provide accurate and timely information about the relationship to prospective students, and
6. Provide updated course catalogs to the other immediately upon their availability.

VII. Term, Termination, and Other Provisions

- A. This MOU may be amended from time to time by the written agreement of the parties. These amendments may include without limitation terms related to specific program articulation and course-by-course transfer articulations.
- B. The MOU is made effective on the date that both parties have signed the agreement and shall continue unless earlier terminated as provided in this MOU.
- C. The MOU may be terminated:
 1. By mutual agreement of the parties, or
 2. By either party upon 180 days prior written notice to other party of an intention to terminate.
- D. TCC students who have submitted a letter of intent prior to the date of termination will be permitted to transfer to AU under this MOU. Letters of intent will not be accepted once either party has expressed the intention to terminate.
- E. No Intended Third-Party Beneficiaries: This MOU is between TCC and American University and shall not be construed, interpreted, or deemed to confer any rights whatsoever to any student or other third-party.

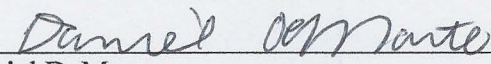
IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding as of the date set forth below:

For American University:



Scott A. Bass, Ph.D. 1/7/14
Provost Date:

For Tidewater Community College:



Daniel DeMarte 12/12/13
Vice President for Academic Affairs Date:
and Chief Academic Officer

**Tidewater Community College AA in Liberal Arts to
American University BA in International Relations**

This roadmap is intended to be used as a guide for planning coursework at TCC and AU - the courses listed on this roadmap are suggestions only.

The degree requirements for the AU degree may be satisfied through coursework at TCC if equivalencies exist.

Check the transfer articulation database regularly to view how courses from TCC will transfer to AU.

<http://www.american.edu/provost/registrar/transfer/index.cfm>

<u>Courses taken at TCC for AA in Liberal Arts</u>	<u>AU Requirement Satisfied</u>
<p><u>TCC College Composition (6)</u> ENG-111 College Composition I (3) ENG-112 College Composition II (3)</p>	<p><u>AU Writing Requirement</u> <i>*Writing proficiency test required upon matriculation at AU</i></p>
<p><u>Speech/Communications (3)</u> CST-100 (3) or CST-110 (3)</p>	<p><i>*may be used as general elective credit towards the SIS degree if necessary</i></p>
<p><u>TCC Math Requirement (6)</u> <i>*Students are encouraged to take MTH-173 or higher to satisfy the AU math requirement</i></p>	<p><u>AU Mathematics Requirement</u> <i>*Transfer course equivalent to Calculus I or higher required to satisfy AU requirement</i></p>
<p><u>TCC Remaining Requirements (46)</u> Foreign Language-Beginning and Intermediate (14) Social Science (6) <i>*Students are encouraged to take ECO-201 and ECO-202 to satisfy this TCC requirement and AU major requirements simultaneously.</i> Humanities (3) Humanities or Social Science (6) <i>*Students are encouraged to take PLS-211 and PLS-212 OR PLS-211 and PLS-241 to satisfy this TCC requirement and AU major requirements simultaneously.</i> Science with Lab (8) History (6) Health and Physical Education (2) Student Development (1)</p>	<p><u>AU GenEd Requirement</u> <i>*TCC Foreign Language courses may be used to satisfy the School of International Service language requirement if AU equivalents exist</i></p>

Total Credits Completed at TCC: 61

Tidewater Community College AA in Liberal Arts to
American University BA in International Relations

Courses required for the BA in International Relations at AU

<p style="text-align: center;"><u>SISU Foundation Courses (21)</u></p> <p>ECON-100 Macroeconomics (3) ECON-200 Microeconomics (3) SISU-105 World Politics (3) GOVT-110 OR GOVT-210 OR GOVT-220 (3)</p> <p>SISU-140 Cross-Cultural Communication (3) SISU-300 Introduction to International Economics (3) or ECON-370 International Economics (3) or ECON-371 International Economics: Trade And ECON-372 International Economics: Finance (3)</p>	<p style="text-align: center;"><u>TCC Equivalents</u></p> <p>ECO-201 Principles of Macroeconomics (3) ECO-202 Principles of Microeconomics (3) PLS-241 International Relations I (3) PLS-211 U.S. Government (3) AND PLS-212 U.S. Government II (3) = GOVT-110 (plus 3 GOVT elective credits)</p>	<p>Note: these SISU Foundation Courses may be satisfied through the TCC equivalents listed, or may be taken upon matriculation at AU. If students wait to take these SISU foundation courses at AU they may be required to take more than 60 credits to fulfill the AU degree.</p>
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SISU Requirements taken at AU

<p style="text-align: center;">SISU Foreign Language Requirement (3-20)</p> <p style="text-align: center;"><i>At least one course must be completed at the fourth-semester (Intermediate II) level or above</i></p> <p>* Students who take TCC language courses which have AU equivalents must pass a proficiency test at AU demonstrating competency * This requirement cannot be satisfied with AP credit</p>	<p style="text-align: center;">Research Methodology (6)</p> <p style="text-align: center;">SISU-206 Introduction to International Relations Research (3) SISU-306 Advanced I.S. Research (3) <i>or other course approved by the SIS Undergraduate Program Director</i></p>
<p style="text-align: center;">Gateway Courses (9)</p> <p style="text-align: center;">Three 200-level courses in three different thematic areas</p>	<p style="text-align: center;">Thematic Areas (9)</p> <p style="text-align: center;">Primary Thematic Area (6) – two upper-division courses Secondary Thematic Area (3) – one upper-division course</p>
<p style="text-align: center;">Regional Focus (9)</p> <p style="text-align: center;">(Africa, the Americas, Asia, Europe, the Middle East, Russia, Central Eurasia)</p> <p style="text-align: center;">Choose three courses from one regional area</p>	<p style="text-align: center;">Senior Capstone (3)</p> <p style="text-align: center;">Any one course numbered between SISU-400 and SISU-449 (3)</p>

Electives (amount required to reach 120 credits total) **May be satisfied at TCC if AU equivalent exists

Total Credits Completed at AU: 60

***Degree at AU may require more than 60 credits depending on how TCC courses transfer and the student's individual degree plan