Guaranteed Admissions Agreement
between
Northern Virginia Community College
and
The Catholic University of America’s
Metropolitan School of Professional Studies

I. Agreement Purpose

The purpose of this guaranteed admissions agreement is to assist students at various levels of higher education to achieve their goals in an efficient and timely manner. This purpose may be achieved through this agreement between The Catholic University of America’s Metropolitan School of Professional Studies (CUA-MSPS) and Northern Virginia Community College (NOVA). This agreement would enable the coordination of transfer policies, enhanced advising, and acceptance of equivalent courses/credits.

II. Admissions Practices

a. CUA-MSPS accepts applications from NOVA students who wish to transfer into any baccalaureate degree program offered by CUA-MSPS. The application fee is waived for these NOVA students. Transferring NOVA applicants must meet the same admissions criteria set forth for other students applying for transfer to CUA-MSPS.

b. NOVA students who meet the following requirements are guaranteed admission to CUA-MSPS.

Requirements:
- Graduate with an Associate’s Degree (e.g., Applied Science [A.A.S.], an Associate of Arts [A.A.], an Associate of Applied Arts [A.A.A.], an Associate of Science [A.S.], etc.)
- Have earned at least 24 semester hours of transferable coursework at NOVA. Example workshops are provided at the end of this agreement.
- Have a NOVA cumulative GPA of at least 2.25.

c. NOVA applicants who do not meet these requirements will be considered on an individual basis.

III. Academic Practices

a. CUA-MSPS baccalaureate programs allow a maximum of 84 credit hours from NOVA toward fulfillment of the 120 credit hours required for baccalaureate completion.

b. The CUA-MSPS baccalaureate degree contains 19 CORE General Education courses (i.e., 57 credits) including courses in philosophy, religion, mathematics, natural sciences, social/behavioral sciences, and critical thinking. CUA-MSPS will transfer
equivalent General Education courses from NOVA but maintains the standard that students must complete (or transfer in) all 19 CORE courses.

c. Students transferring from NOVA will be required to complete a minimum of 36 semester hours of coursework at CUA-MSPS to be eligible for The Catholic University of America baccalaureate degree.

d. Transferability of credit from NOVA is determined by:
   - Course equivalence
   - Year of course completion. The course must be completed within five years of applying for admission to CUA-MSPS under this agreement
   - The student receiving a grade of “C” or better in the course.
Complete transfer credit guidelines for CUA-MSPS are available online at http://metro.cua.edu/bachelor//Transfer_Credit_Policy.pdf.

e. Credits from non-traditional sources such as the College Level Examination Program (CLEP), Advance Placement (AP), International Baccalaureate (IB), portfolio development, and DANTES Subject Standardized Tests (DSST), and/or military training may be acceptable for transfer. No more than 30 credits may be non-traditional credits and no more than 15 of these 30 credits may from CLEP or DSST. Such credits will be evaluated by CUA-MSPS at the time of application.

IV. Student Services

Transfer students from NOVA will be treated on an equal basis with all other MSPS students in regards to the award and distribution of financial aid, course selection, advising, registration and other student support services. CUA-MSPS will provide information and assistance to students interested in matriculating to CUA-MSPS.

V. Scholarships

Students transferring from NOVA to CUA-MSPS, who have earned an A.A.S., an A.A., an A.A.A., or an A.S. degree, meet academic/admissions requirements set forth in this articulation agreement, and meet application and registration deadlines as well as financial qualifications, are eligible to apply for the Community College Transfer Scholarship. The Community College Transfer Scholarship is equivalent to 50% of tuition costs per semester for the student’s first two semesters of attendance at MSPS. Students must be enrolled part-time (six or nine credits) in order to be eligible for the Community College Transfer Scholarship; students enrolled in twelve or more credits (full-time) will have the opportunity to pursue other scholarship/tuition discount options. The Community College Transfer Scholarship is a one time, competitive award, and students must complete the Transfer Scholarship Application and supply required documents to be considered for the award.

Members of Phi Theta Kappa, the national honors society for community college students, are also eligible to receive the CUA-MSPS PTK Scholarship. The PTK Scholarship is equivalent to $1000 for two semesters and can be applied in addition to other scholarships a student may
receive. The PTK Scholarship is a one time, competitive award, and students must complete the Community College Transfer Scholarship Application (see paragraph above) and supply required documents to be considered for the award. Up to two total PTK Scholarship recipients will be selected per semester.

VI. Update/Report/Relationship

CUA-MSPS and NOVA agree to review the agreement and relevant transfer course equivalencies annually. Each institution will designate an individual to serve as liaison for the purposes of monitoring this agreement, and each institution will provide updated catalogs to the other immediately upon their availability. The designee for CUA-MSPS is the Assistant Dean. The designee for NOVA is the Special Assistant for Transfer Services.

VII. Amendments and Term of Agreement

a. The Academic Program Worksheets may be amended, as needed, by mutual agreement without affecting the currency of the master agreement.

b. This articulation agreement may be terminated by either party with 60 days written notice. Upon receipt of the written notice of termination, no additional students from NOVA will be admitted to CUA-MSPS under this articulation agreement. Further, any NOVA students attending CUA-MSPS under the conditions of this articulation will have three calendar years beyond the 60 days termination notice to complete the MSPS program.

VIII. Implementation

This agreement will be implemented when the named agents for CUA-MSPS and NOVA have signed and dated this document.

Andrew Abela
Provost
The Catholic University of America

Date

Sharon Robertson
Associate Vice President of Academic Services
Northern Virginia Community College

Date