Guaranteed Admission Agreement
Between Colorado Technical University and Northern Virginia Community College

I. PURPOSE

This articulation agreement is designed to coordinate transfer policies, enhance advising, and promote the acceptance of equivalent courses/credits between Colorado Technical University and Northern Virginia Community College (NOVA).

II. ELEMENTS OF THE AGREEMENT

A. Admissions Practices

1. Colorado Technical University (CTU) accepts applications from students who wish to transfer from NOVA to pursue identified baccalaureate degree program at CTU listed and described at www.coloradotech.edu/Degree-Programs. Transferring NOVA applicants must meet the same admissions criteria as other students applying for transfer to CTU. The application fee will be waived.

2. Students transferring from NOVA to specific CTU programs must meet the same prerequisites, grade point average (GPA) and other admission criteria, as other native or transfer students applying to CTU programs.

3. NOVA students who graduate with an Associate of Arts (AA) or Associate of Science (AS) degree and have a NOVA curriculum GPA of at least 2.0 are guaranteed admission to CTU.

4. For the purposes of admission and credit recognition the transfer GPA is determined by a calculation that includes all NOVA courses and all attempts.

5. Transfer students who have completed an associate degree will not be required to take a placement test. Students who have not yet completed an associate degree and who have not yet completed the associate level English and math classes will be required to take the placement test.

B. Acceptance and Application of Credits

1. General Education - students completing an AA or AS at NOVA will be considered to have met all lower division general education requirements at CTU.

2. Where course equivalencies exist for required courses and/or prerequisites, these courses will apply to CTU graduation requirements in the student's stated major field of study. If the courses are taught at the
300 or 400 level at CTU, students will be required to take courses to earn upper division credit.

3. Courses/Credits in which grades of D (1.0) were earned will not be transferred.

4. CTU will evaluate courses/credits earned through Advanced Placement (AP), College-Level Examination Program (CLEP), or other testing programs. CTU also will evaluate courses/credits earned at other institutions. No distinction will be made by CTU regarding college courses applicable to the transfer-oriented associate degree that are taken through dual enrollment arrangement with high schools.

5. CTU will evaluate Prior Learning Activity for Credit Evaluation and other life experiences for possible credit.

6. CTU will maintain course equivalency information and make this information readily available to NOVA.

7. Regardless of the number of credits accepted, at least 25% of the credits for an associate degree or baccalaureate degree must be completed at CTU.

8. Students transferring from NOVA will be required to complete a minimum of 25% semester hours of CTU coursework to be eligible for the CTU degree. Courses representing credits beyond the 25% allowed in transfer will be considered to have been completed under the general University transfer guidelines and will not have to be repeated at CTU. However, credits for those courses may not accompany the course.

C. Update/Report/Relationship

CTU and NOVA agree to review the agreement and relevant transfer course equivalencies annually. NOVA will designate an individual to serve as liaison for the purposes of monitoring this agreement. CTU agrees to provide NOVA reports of enrolled NOVA transfer students, their majors and academic performance when 10 or more are enrolled in any given year.

D. Amendments and Term of Effect

1. The curriculum transfer guides in effect at the time a student first enrolls at NOVA will be honored by CTU if the student completes an AA or AS degree and successfully transfers to CTU within 4 years of that first enrollment at NOVA.

2. All course-by-course transfer guides may be amended as needed. Both parties agree to inform the other regarding curriculum changes that may impact the terms of this agreement.
3. Both parties agree to notify each other of any adverse changes in its accreditation or state licensure status.

4. 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 ninety (90) 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 1 year.

Jack Koehn
President
Colorado Technical University

Dr. Robert G. Templin, Jr.
President
Northern Virginia Community College
Appendix A – CTU Services Grants

1. During the Term of the agreement, Colorado Technical University agrees to provide: (a) to any Student, Faculty Member or Employee of NOVA who, subsequent to the date of this Agreement, is admitted to and enrolled in University Services, a grant in an amount equal to five percent (5%) of the normal charges for tuition associated with such University Services ("Services Grant"); (b) any Student, Faculty Member or Employee who was admitted and enrolled in any University Services prior to the date of this Agreement will begin receiving the Services Grant at the start of the next full academic term beginning after the Services Start Date; provided, however, that any such Student, Faculty Member or Employee will not receive the Services Grant or any related credits, repayments, refunds or pro rations for any money previously paid or due for any academic term that ended prior to, or was in progress at the time of, the Services Start Date; (c) the Services Grant can be applied only to tuition; and (d) University may change its tuition rates at any time in its sole discretion and the Services Grant will be calculated on the current tuition in effect at the applicable campus. The offering, substitution, or cancellation of any program will be at University’s sole discretion.
Appendix B – Transfer of Credits to NOVA from Colorado Technical University

NOVA will evaluate the transfer of credits from Colorado Technical University to NOVA based upon the following policy as stated in NOVA’s “Credit for Prior Learning” guide.

Section 1: Credits earned in regionally accredited post-secondary institutions.
Credit is generally acceptable for transfer if it is earned from an institution that is accredited by the Commission on Colleges or the Commission on Higher Education of one of the nine regional accrediting agencies in the United States and is comparable to the required course credit in the student’s chosen NOVA curriculum. (See accreditation explanation above.) NOVA will also recognize credits earned at another college or university during the college’s/university’s candidacy for accreditation; or in the two years prior to the college’s/university’s full accreditation by such commissions of a regional accrediting association, whichever is the shorter period of time.

Credit also may be transferred from institutions if the Transfer of Credit Practices of Designated Educational Institutions, published by American Association of Collegiate Registrars and Admissions Officers, states that credit from the institution “is generally accepted for courses that are appropriate to the reporting institution’s baccalaureate programs.” Credits earned at post-secondary institutions without regional accreditation do not transfer to NOVA even if the institution is accredited through a different commission such as a National Accrediting Organization or Specialized and Professional Accreditors. However, in some cases where a post-secondary institution offers specialized educational opportunities (culinary institutes, etc.) and the institution is empowered by a state to award associate degrees or above, NOVA faculty may pre-approve the recommendation to award equivalent transfer credit for courses within a specific discipline. Only those courses which have been specifically evaluated will be accepted for transfer, and of those courses, only credit earned after the date specified in the review will be accepted.

Courses will be transferred at full credit value. Totally dissimilar and unrelated courses will not be grouped together to fulfill NOVA sequential course requirements.