

**DUAL ADMISSIONS AND CORE-TO-CORE TRANSFER AGREEMENT**  
**BETWEEN**  
**MONTGOMERY COUNTY COMMUNITY COLLEGE**  
**AND**  
**KUTZTOWN UNIVERSITY OF PENNSYLVANIA**

**Preface**

Montgomery County Community College (MCCC) and Kutztown University of Pennsylvania (Kutztown University) enter into this Dual Admissions and Core-to-Core Transfer Agreement to facilitate the transfer of MCCC students to Kutztown University.

Under this Agreement, MCCC students who submit a “Letter of Intent” to enter Kutztown University before the completion of 30 transferable credit hours, will be guaranteed admission into a Bachelor’s Degree program with third year (junior) status at Kutztown University on the condition that they:

A) graduate from MCCC with an Associate in Arts (A.A.) Degree, Associate in Science (A.S.) Degree, or Associate in Fine Arts (A.F.A.) Degree with a minimum cumulative GPA of 2.0. Exceptions are: students going into the following majors at Kutztown University: the College of Education (3.0 GPA); the College of Visual and Performing Arts which requires a portfolio for the visual arts programs (Applied Digital Arts, Art Education, Art Education: Alternative Settings, Communication Design, Crafts, and Studio Arts) or an audition for the music programs (Music, Commercial Music, Music Education, and Music Performance), and a 3.0 GPA for the majors of Art Education and Music Education; the major of Biology/Pre-Med (2.75 GPA); the major of Criminal Justice (2.5 GPA and a C or higher in at least one Criminal Justice course); the major of Computer Science (2.25 GPA); the major of Mathematics (2.25 GPA); and the major of Psychology (2.5 GPA and C or higher in a General Psychology course).

B) satisfy all other Kutztown University transfer requirements including any admission requirements for the major.

Full time students admitted with third year (junior) status to Kutztown University should be able to complete a Bachelor’s degree in a parallel program at Kutztown University within four regular semesters provided they complete the appropriate Associate Degree program at MCCC and complete and appropriately sequence their remaining course work at Kutztown University. MCCC transfer student access to particular programs will be the same as native Kutztown University students.

In addition, Kutztown University agrees to accept the general education requirements embedded in the MCCC Associate in Arts, Associate in Science, and Associate in Fine Arts Degrees and apply these requirements in their entirety towards Kutztown University’s general education requirements which currently consist of university core requirements, university distribution requirements, and college distribution requirements. Depending on which program/college a student transfers into, additional general education credits may be required. This agreement applies to all MCCC A.A., A.S., and A.F.A. graduates and is limited to students who participate in this Agreement.

This Dual Admissions and Core-to-Core Transfer Agreement becomes effective Fall 2017.

To facilitate the transfer of MCCC graduates to Kutztown University in accordance with the foregoing guarantee, the parties agree to the following:

**Obligations of Kutztown University**

1. To attend regularly scheduled Partner Day and Evening Programs at MCCC. Kutztown University will provide MCCC with fact sheets to distribute upon request.
2. To invite MCCC students who have expressed interest in transfer admissions to Kutztown University to informational/advising meeting(s) with Kutztown University faculty and staff in order to facilitate smooth curricular and co-curricular integration to Kutztown University.
3. To waive the application fee for students who apply to Kutztown University pursuant to this Agreement.
4. To send letters of acknowledgement within 60 days of receipt of "Letters of Intent" from MCCC which guarantee admission subject to meeting conditions "A" and "B" under the Preface.
5. To award \$1000 academic scholarships to students with a final MCCC GPA of 3.5 or above admitted full-time (12 or more credits per semester) to Kutztown University pursuant to this Agreement. To award \$500 academic scholarships to students with a final MCCC GPA of 3.0 to 3.4 admitted full-time (12 or more credits per semester) to Kutztown University pursuant to this Agreement. To award \$250 academic scholarships to students with a final MCCC GPA of 3.0 or above admitted part-time (less than 12 credits per semester) to Kutztown University pursuant to this Agreement. These scholarships are awarded for the Fall and Spring semesters only. Both scholarships will be renewed each year contingent upon the students maintaining a full-time schedule and minimum GPA of 3.0 at Kutztown University. Students may also be eligible for need-based financial aid and other types of financial aid.
6. To award all first-time MCCC transfer students with any type of Associate's Degree a one-time book award of \$500 for one academic year (Fall or Spring only) to be utilized in the Kutztown University Campus Book Store.
7. To ensure these students will be provided with Kutztown University financial aid information and receive full consideration for Kutztown University financial aid, in addition to the scholarships listed above, upon matriculation at Kutztown University.
8. To accept the general education requirements embedded in the MCCC A.A., A.S., and A.F.A. Degrees and to apply these requirements in their entirety towards Kutztown University's general education requirements. Transfer does not alter the requirements of the student's major field of study or its admissions standard as identified in the Kutztown University catalog.
9. To transfer in all courses for which a passing grade of A, B, or C was received to Kutztown University. The transfer of D grades will be reviewed in the same manner as the grading policy of native Kutztown University students so long as the student has earned their A.A., A.S., or A.F.A. degrees with a minimum GPA of 2.00.
10. To identify eligible students graduating from MCCC upon admission to Kutztown University and ensure that the transfer will be noted on all pertinent Kutztown University student records.

11. To work with MCCC to develop advising templates for each program that are consistent with approved statewide program to program agreements and ensure that any local program to program agreements covering disciplines not covered in statewide agreements are in accordance with Pennsylvania State System of Higher Education's Board of Governors' Policy (Academic Passport and Student Transfer) as well as the legislatively mandated Statewide Transfer Framework (30 credits).
12. To ensure that MCCC students who matriculate under this agreement at Kutztown University have all of the rights, privileges, and responsibilities of other Kutztown University students.
13. To waive placement tests for MCCC graduates.
14. To ensure that dual admissions students graduating in the Honors Program at MCCC are invited to the Honors Program at Kutztown University. These students must maintain a minimum 3.25 GPA and will have completed 12 credits in Honors, a requirement that will be noted on their MCCC transcripts.

**Obligations of Montgomery County Community College:**

1. Publicize this Agreement to prospective and current MCCC students in its promotional literature, and make arrangements for Kutztown University recruiters and advisors to visit MCCC and meet with prospective and current transfer admissions students.
2. To inform Kutztown University, within 60 days of all MCCC students who complete the "Letter of Intent," so that the Kutztown University Office of Admissions can issue a letter of acknowledgement to all aforementioned students.

**Joint Obligations:**

1. Ensure that students are informed of Kutztown University's transfer policy deadlines and tuition and fee schedules.
2. Consult with each other through appropriate channels prior to implementing major changes in policy or curricula that directly affect students transferring under the terms of this Agreement, and keep each other informed of any other changes of policy or curricula that affect those students. The Kutztown University Office of the Provost and the appropriate offices at MCCC will review this Agreement annually and make any changes upon mutual agreement, as needed. Such changes will become effective when both MCCC and Kutztown University sign the revised document.
3. Collaborate in providing students with information about this Agreement, Kutztown University's academic requirements, and the process of transferring to Kutztown University.
4. MCCC and Kutztown University jointly agree to develop and implement advertising and promotional efforts to communicate the benefits of this transfer articulation.
5. Each institution will designate a representative or representatives who will coordinate the Transfer Agreement between the two institutions.
6. Exchange data and documents annually that will contribute to the maintenance and improvement of this arrangement, enhance the transfer process, and promote effective cooperation between

institutions. These will consist of aggregate data about transfer students, including admissions information and grades, retention information, and reports on the results of program reviews, assessments of student learning, and decisions of curricular and other committees. The institution(s) will exchange data after obtaining appropriate permission from the students as indicated on the "Letter of Intent."

7. Facilitate and support consultation and collaboration between their faculties related to this agreement, general education, degree requirements, and other academic matters.
8. Provide direct links between Kutztown University and MCCC websites.


### **Mutual Terms and Conditions**

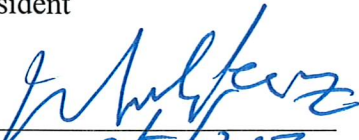
1. *Term of Agreement.* The term of this Agreement shall be five years from the date of execution. This Agreement may not exceed a period of five years at which time it will be reviewed.
2. *Termination of Agreement.* Both parties may terminate this Agreement for any reason with ninety (90) days' notice. Either party may terminate this Agreement in the event of a substantial breach. Should this Agreement be terminated, it is understood that the termination will not apply to students already accepted to Kutztown University under the terms of this Agreement.
3. *Nondiscrimination.* The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act.
4. *Interpretation of the Agreement.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
5. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
6. *Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.
7. *Liability.* Neither of the parties shall assume any liabilities to each other, except as specifically stated in this Agreement. As to liability for damage, injuries or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this Agreement unless such a waiver is expressly and clearly written into a part of this Agreement.
8. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regards to this relationship.
9. *Confidentiality.* The parties shall protect the confidentiality of student records as dictated by the Family Educational Records and Privacy Act (FERPA) and shall release no information absent written consent of the student unless required to do so by law or dictated by the terms of this agreement.


The willingness of both institutions to enter into this Agreement in order to facilitate the transfer of students from Montgomery County Community College into Kutztown University, and to expand their opportunities for academic success there, is indicated by the following signatures:

The undersigned representatives of the parties, Montgomery County Community College and Kutztown University, have executed this Agreement on the dates indicated:


**Montgomery County Community College**

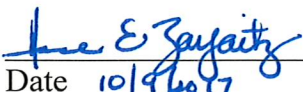
  
Date 9-18-17  
Dr. Kevin Pollock  
President

  
Date 9/15/2017  
Dr. Victoria Bastecki-Perez  
Vice President of Academic  
Affairs and Provost

  
Date 9/14/17  
Philip Needles  
Vice President of Student Services

**Kutztown University**

  
Date 10-6-17  
Dr. Kenneth Hawkinson  
President

  
Date 10/9/2017  
Dr. Anne Zayaitz  
Provost and Vice President for Academic Affairs

APPROVED AS TO FORM & LEGALITY:

  
University Legal Counsel

Date: 10/11/17

