

**GUARANTEED ADMISSION AGREEMENT  
RAPPAHANNOCK COMMUNITY COLLEGE  
AND  
JAMES MADISON UNIVERSITY**

James Madison University (JMU) and Rappahannock Community College (RCC) recognize the need to facilitate the transfer of students from RCC to JMU as they pursue their educational goals. In an effort to ease the transfer process and to promote the closer coordination of academic courses, programs and degrees offered by our institutions, we do hereby enter into the following guaranteed admission agreement.

**ADMISSION AGREEMENT**

A Guaranteed Admission Agreement (GAA) student enrolled in a university parallel program at RCC who meets JMU's transfer admissions requirements and completes all requirements for an Associate in Arts & Sciences (A.A.&S.) degree may enroll in James Madison University and may expect the following:

- A. All of the courses that are accepted by JMU will be applied to the attainment of the baccalaureate degree;
- B. JMU can guarantee the acceptance of all transferable credits earned from the associate degree program from RCC and, therefore, will accept the student with junior standing.
  - ◆ For graduation with the baccalaureate degree, all JMU students must have a minimum of 120 earned credit hours accepted by JMU.
  - ◆ JMU cannot guarantee that the student will be able to complete all requirements for graduation within the 120-credit hour minimum required for graduation at JMU.
  - ◆ The student will be informed by JMU at the time the program of study is approved for his or her major if there are any course requirements that would require credit hours beyond the 120-credit hour minimum needed for graduation.
  - ◆ If the credit applied to the associate degree includes credit not recognized by JMU, such as College Level Examination Program (CLEP), the student will still receive junior status and will have General Education requirements waived. Since JMU transfers credit on a course-by-course basis, credit not accepted by JMU will not transfer. JMU will evaluate Advanced Placement (AP) and International Baccalaureate (IB) examination scores and award credit based on policies in place at the time the student enrolls. Students are required to earn credits needed to meet the 120-credit hour minimum.
- C. Acceptance in some colleges and academic units at JMU is competitive; acceptance into JMU does not imply admission to these programs without further acceptance by the college or academic unit offering the program. Students participating in this admission agreement should follow all special college and/or academic unit application procedures and deadlines, as well as grade point requirements listed in the JMU catalog and supplied by the academic unit for native JMU students.
- D. Completion of the Associate in Arts & Sciences (A.A.&S.) degree will satisfy all General Education requirements at James Madison University.
  - ◆ Associates degrees in General Studies have not been approved by the State Committee on Transfer for recognition under the conditions of the State Policy on Transfer.

**Eligibility:**

1. Students who are degree seeking at RCC and who have formally applied to graduate in the RCC Associate in Arts & Sciences (A.A.&S.) Transfer degree program.
2. Students who were previously enrolled at JMU and transferred to RCC are not eligible for participation in the GAA.
3. JMU reserves the right to deny admission to students who have been academically dismissed or suspended, or to those convicted of a felony.

**Benefits of the GAA for RCC:**

1. RCC students may select the JMU undergraduate catalog in effect at the time of enrollment in the Guaranteed Admission Agreement and may continue with the degree requirements as specified in this catalog for up to five academic years. If the transfer to JMU is not made within five years then the student will follow the JMU undergraduate catalog in effect at the time of transfer to JMU.

**Responsibilities of RCC:**

RCC will:

1. Disseminate accurate information to RCC transfer program students regarding the general conditions of this guaranteed admission agreement. Those provisions include the conditions for guaranteed acceptance to JMU and notification that acceptance to the university does not guarantee acceptance to any particular major program of study.
2. Provide academic advising services to assist RCC students in choosing courses that will best prepare them for their intended major at JMU. The RCC Student Services Division will train faculty advisers to provide appropriate and accurate advising services related to students' plans to apply to JMU.
3. Annually initiate the review and update of the "RCC Program Advising Guide for Selected JMU Majors."
4. Notify the Vice Provost for Academic Programs at JMU when situations arise that warrant RCC faculty and JMU faculty interaction to address advising or curricular issues.
5. Collaborate with JMU to promote the guaranteed admission agreement among prospective and current RCC students.

**Responsibilities of JMU:**

JMU will:

1. Provide RCC with course equivalent information regarding RCC courses and JMU equivalent courses. An annual review will be conducted to insure that this information is shared with RCC on a timely basis.
2. Disseminate accurate information to prospective transfer students regarding the general conditions of this guaranteed admission agreement. Those provisions include the conditions for guaranteed acceptance to JMU and notification that acceptance to the university does not guarantee acceptance to any particular major program of study.
3. Provide academic advising services to GAA students during the term prior to transfer to assist these students in making a smooth transition from RCC to JMU.
4. Notify the appropriate individual at RCC when situations arise that warrant RCC faculty and JMU faculty interaction to address advising or curricular issues.
5. Collaborate with RCC to promote the guaranteed admission agreement among prospective and current RCC students.

## Responsibilities of the Student:

The student will:

1. Complete and sign a *Guaranteed Admission Agreement Letter of Intent* form.
  - A. It is primarily the responsibility of students who choose to pursue this guaranteed admission agreement to know and understand the requirements for the RCC Associate in Arts & Sciences (A.A.&S.), as well as degree requirements and the specific program of study requirements for his or her intended major at JMU.
  - B. The student will review the Guaranteed Admission Agreement and the developed Program of Study and will sign a *Letter of Intent* to enroll at JMU.
  - C. A student must contact the transfer counselor at RCC for approval before initiating changes in his or her program of study at RCC.
2. Obtain the associate degree with a cumulative grade point average of 3.000 on a 4.0 scale.
  - A. A student needs to have earned 60% of the credits applied toward the associate degree at RCC or to have an overall GPA of 3.000 on all college work attempted.
  - B. All work attempted at RCC and all previous institutions will be included in the GPA considered by JMU. If a student has repeated a course, the University will include the original and repeated course grades in the grade point average calculation.
    - ◆ The only exception is that, in compliance with JMU's policy, a student is allowed to repeat up to two classes where the initial grade earned will not be included in the GPA. A student who does not meet this requirement is eligible to apply to JMU through the traditional transfer admission process.
  - C. Eligible transfer students must provide transcripts from any other institutions attended.
  - D. JMU will evaluate credit granted by exam, including IB and AP examinations, for possible credit; such credit will be granted only if examination scores meet the JMU established criteria in place at the time the student enrolls. JMU does not evaluate, or grant credit for, CLEP.
3. Earn no grade lower than a "C" in any course that has not been repeated.
4. Earn a minimum of a 3.000 GPA in all core curriculum courses in English, math, lab science, social science, and foreign languages.
  - A. At least one college-level transferable course must be completed in each of these curriculum courses.
  - B. If one or more of these core requirements remain to be completed at the time the *JMU Application for Admission* is submitted, final acceptance to James Madison University could be delayed or deferred.
  - C. A student who employs CLEP credits to fulfill any of the core curriculum requirements of the approved Associates degree(s) is not eligible for participation in the GAA.
5. Meet minimum grade criteria and prerequisites for courses in specific programs at JMU. For example, at JMU, psychology majors or minors must complete *GPSYC 101*, *PSYC 210* and *PSYC 211* or the RCC equivalent before enrolling in courses numbered 330.
6. Notify the community college transfer counselor if participation in the Guaranteed Admission Agreement is to be terminated.
7. Submit the *JMU Application for Admission* and request that all previously attended colleges/universities submit an official transcript to JMU's Office of Admissions upon completing a minimum of 45 credit hours.
  - A. The *JMU Application for Admission* and all transcripts must be submitted by January 15 for the following summer term; by March 1 for the following fall semester; and by October 15 for the following spring semester (ability to start at JMU in the spring term is subject to space availability).

- B. Students who have completed all requirements of the GAA by the end of the spring term will be given priority for the upcoming fall semester. Students who complete the requirements for the GAA during the summer and want to start at JMU in the fall will be considered on a space available basis. Students who complete the GAA requirements in the fall may need to wait until the following summer or fall terms to start their course work at JMU.
- ◆ Students completing the requirements for the GAA during the summer who wish to enter JMU for the fall semester must have no more than two courses left to complete during the summer session.

**RCC's Curricula Utilized for GAA:**


1. When a program articulation agreement is made involving a specific program, addenda will define further the specific details affecting students who enroll in that academic program.
2. RCC will designate officials who will be responsible for all aspects of the guaranteed admission program at RCC. JMU will designate individuals responsible for all aspects of this guaranteed admission agreement at JMU.
  - ◆ Representing JMU will be the Vice Provost for Academic Programs and the Director of Admissions.
  - ◆ Representing RCC will be the Vice President of Instruction and Student Development.
3. Both parties are to communicate the conditions of this agreement to their respective clientele (external and internal constituents). JMU and RCC will review this agreement every three years and make adjustments or amendments as deemed appropriate to maintain the integrity of each institution as well as for the improvement of the transfer process and student articulation. Such changes will not adversely affect students already enrolled and covered under the provisions of the existing agreement.
4. The guaranteed admission agreement will remain in effect until terminated by either party upon written notice to the other party of an intention to terminate. Such notice should be given at least one year in advance of the effective date of termination, and students who entered under the agreement may take advantage of its terms for two years after termination becomes effective.

**Approval of Agreement:**

The terms of this Agreement supersede all previous Agreements.

  
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 Dr. Thesia Samani  
 Vice/President of Instruction and Student Development  
 Rappahannock Community College

\_\_\_\_\_ 3/1/10  
 Date

  
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 Dr. Teresa Gonzalez  
 Vice Provost for Academic Programs  
 James Madison University

\_\_\_\_\_ 2/22/10  
 Date