Memorandum of Understanding
Between
American University
4400 Massachusetts Avenue, N.W.
Washington, DC 20016
and
Green River Community College
12401 SE 320th Street
Auburn, WA 98092

Guaranteed Admission Agreement for University Transfer Pathway Students

I. Purpose
   A. This Memorandum of Understanding ("MOU") facilitates the transfer of Green River Community College ("GRCC") students in the University Transfer Pathway (UTP) Program for International students, who wish to pursue a degree at American University ("AU").

II. Admissions Process
   A. The University Transfer Pathway Program agreement between GRCC and AU is intended for students who intend to transfer to AU upon completion of one of the following Associate Degree Programs:
      1) Associate in Arts Degree
      2) Associate in Business Degree
      3) Associate in Elementary Education Degree
      4) Associate in Fine Arts Degree in Art
      5) Associate in Pre-Nursing Degree
      6) Associate in Math Education Degree
   B. International students apply to GRCC and select American University as the partner school in which they intend to transfer.
   C. GRCC will inform AU of students eligible for transfer under this agreement.
   D. AU will issue a letter to the student, offering conditional admission provided the student meets the necessary Admissions and Academic requirements.
   E. UTP students will matriculate at AU in a fall semester only.

III. Admissions and Academic Requirements
   A. The following provisions must be met for a UTP transfer student to receive admission to AU under this agreement:
      i. Students must complete one of the Associate degrees listed above;
      ii. Students are required to meet high standards of personal conduct, pursuant with the student conduct codes of both GRCC and AU;
iii. Students must have a cumulative GPA of at least 3.0 grade point average based on a 4.0 scale, at the time of admission;

iv. Students must provide evidence of English proficiency through one of the following:
   1. Completion of two GRCC English classes (ENGL-101 and ENGL-126/7/8) with grades of 2.0 or higher in each course; or
   2. TOEFL iBT score of 80 or higher, with sub-scores of 20 or above; or
   3. IELTS score of 6.5 or higher, with sub-scores of 6.0 or above.

v. 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, satisfied prior to the completion of 30 credits at AU.

vi. Students must remain continuously enrolled at GRCC until receipt of the Associate degree.

vii. Prior to completion of 75 credits toward their degree program:
   1. GRCC students will be encouraged to meet with a GRCC faculty advisor to ensure degree progress and completion.
   2. If a student does not intend to transfer under this agreement they will inform AU.

viii. GRCC students must matriculate at AU in the semester designated in the offer of admission. However, students may defer matriculation for a period of up to one year following receipt of the Associate degree but will be subject to the limits of the University’s capacity to register new transfer students in their desired term of enrollment. If at any time the GRCC student decides it is not their intention to matriculate to AU, the student is responsible for informing AU in writing of this change in status, at which time the offer of conditional admission will be null and void.

ix. GRCC students must submit a completed transfer application and all supplemental materials by the established deadline. The application fee is waived under this Agreement.
   1. This includes but is not limited to the following:
      a. Official GRCC transcript and complete academic records for all other post-secondary coursework;
      b. Documentation of financial support sufficient for one year of study at AU;

B. Notwithstanding satisfaction of the above criteria, a prospective GRCC transfer student’s admission is subject to the following limitations:
   i. 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.

ii. Admission under this MOU is subject to the University’s capacity to enroll transfer students in the semester identified in their offer of admission.

IV. AU Merit Scholarships
   A. Merit awards for international transfer students are partial, not full, scholarships. They are based on outstanding academic achievement, leadership and community service. No need-based financial aid is available to international students (non-U.S. citizens). Notification of awards will be concurrent with the formal offer of admission for those students who follow AU’s financial aid and deadline requirements.

V. Application of Transferred Credits
   A. Under the terms of this agreement, completion of one of the Associate degrees listed above at GRCC will satisfy the General Education requirements at AU, as long as the GRCC courses have a grade of C or better. Otherwise students will have to repeat those courses at AU.
   B. All 90 credits from the Associate degree at GRCC will transfer to AU provided the courses have a grade of C (2.0) or better.
   C. GRCC courses will be given AU credit based on the standard .67 semester credits per quarter-credits calculation.
   D. Courses representing credits beyond the 90 semester hours will be evaluated for transfer credit according to the AU transfer credit policy:
      www.american.edu/admissions/pdf/upload/Undergraduate-Transfer_Credit-Policy.pdf.
   E. Where transferred course equivalencies exist for AU required courses and/or prerequisites in the major, these courses will apply to AU’s graduation requirements as long as such courses have a grade of C (2.0) or better.
      i. If the transferred GRCC courses are taught at the 300 or 400 level at AU, students will only receive credit toward the major for at most two of those courses if those courses are approved by the academic unit in which the major resides. All other transferred upper-level GRCC courses will count toward the AU degree, but not toward the major.
   F. Course articulations in effect at the time a student first enrolls at GRCC will be honored by AU if the student completes the Associate degree and successfully transfers to AU within 4 years of initial enrollment at GRCC.
      i. Course articulations are listed in the AU transfer articulation database:
G. Students will be required to complete a minimum of 60 semester hours of AU coursework to be eligible for the AU undergraduate degree. Students may be required to complete more than 60 credits depending on their degree plan at AU.

VI. Collaboration between American University and GRCC

A. American University agrees:
   i. To send GRCC students eligible for transfer under this agreement a letter of conditional admission;
   ii. To begin an advising process with the GRCC student shortly after enrolling at GRCC;
   iii. That GRCC students will be eligible for the combined bachelors/masters programs if such programs are available in their major;
   iv. That GRCC students who meet the application deadline for the fall semester matriculation listed in the offer of admission, will be informed of their admission and financial aid by March 1st; and
   v. That admitted GRCC students who have a 3.5 GPA based on a 4.0 scale are eligible to pre-register for courses in the semester prior to matriculation at AU.

B. GRCC agrees:
   i. To provide AU with the list of students interested in conditional admission under this agreement;
   ii. To use its best efforts to inform students seeking admission to AU of the academic requirements necessary to attend and succeed at American University; and
   iii. To ensure that students who choose American University as their destination of choice through the UTP program meet the standards for admission, and to inform AU of any changes in a students’ eligibility.

VII. Coordination of MOU

A. American University and GRCC agree to:
   i. Communicate to each other changes to policies or requirements of their respective institutions that affect this MOU;
   ii. Review the MOU annually or earlier upon the request of either party. This review will include among other items, specific program articulation, course-by-course equivalencies, academic achievement, retention and graduation rates, and transitional experience of participants;
   iii. Designate a primary contact for the respective institutions to serve as liaison for the purposes of monitoring this MOU;
   iv. Announce this relationship on the respective institutions’ websites, and other marketing venues as appropriate;
v. Provide accurate and timely information about the relationship to prospective students; and
vi. Provide updated course catalogs to the other immediately upon their availability.

VIII. Terms of Agreement, 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:
   i. By mutual agreement of the parties; or
   ii. By either party upon 180 days prior written notice to other party of an intention to terminate.

D. GRCC students who have received an offer of admission at the time of MOU termination will be permitted to transfer to AU under this MOU.

E. No Intended Third-Party Beneficiaries: This MOU is between GRCC 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.
Provost

Date: 5/28/14

For Green River Community College:

Eileen Ely, Ph.D.
President

Date: 4/14/14