



## **DIRECT TRANSFER AGREEMENT**

**FOR**

**BUSINESS ADMINISTRATION**

**Between**

**GERMANNA COMMUNITY COLLEGE**

**AND**

**UNIVERSITY OF MARY WASHINGTON**

The University of Mary Washington (UMW) and Germanna Community College (GCC), recognize the need to facilitate the transfer of credits earned by students with the Associate of Arts & Sciences (A.A.&S.) degree in Business Administration at GCC into the Bachelor of Science (B.S.) degree program in Business Administration at UMW. 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 agreement.

UMW is highly supportive of the goal of enrolling GCC students into its Business Administration program and provides several means for gaining admission in addition to this agreement. GCC students who do not meet all of the terms of this agreement may nonetheless be competitive applicants and are encouraged to apply through the regular transfer admissions process.

This agreement is designed for GCC students who have a AA&S degree in Business Administration; however, General Studies and Liberal Arts degrees are acceptable as long as the specified required courses are completed before application is made.

### **Academic Admission Agreement**

The University of Mary Washington agrees that students who graduate with the AA&S degree in (1) Business Administration, (2) General Studies or (3) Liberal Arts from GCC with at least a 3.0 grade point average or higher on all college work attempted, including courses taken at colleges other than GCC, and have completed the specific business course prerequisites: ACC 211-212, ECO 201-202, MTH 245 or 155 with a 2.5 GPA in those five courses are guaranteed admission to the BS in Business Administration Program at UMW and may expect the following:

1. The University of Mary Washington will guarantee the acceptance of up to 90 transferable credits (courses for transfer must be completed with a grade of "C" or higher) earned for the approved AA&S transfer degree. No distinction will be made by UMW regarding

college courses applicable to the approved AA&S transfer degree that are taken through dual enrollment arrangements with high schools. Completion of the approved associate degree through dual enrollment will not preclude the student from eligibility under this agreement. In addition, credit for courses completed through International Baccalaureate, Advanced Placement, Cambridge, CLEP, and Armed Services experience will be accepted according to stated policies for acceptance of credit, which can be found in the UMW catalog for the year the GAA student enters UMW.

2. Courses will be accepted regardless of delivery method (i.e. online).
3. Completion of the approved transfer degree program will guarantee completion of the lower-level UMW general education component of the undergraduate curriculum including the “Foundations” and “Methods of Investigation” requirements. The GAA student must complete the language requirement unless language courses equivalent to any UMW 201 language course were taken as a part of the transfer associate degree or intermediate competency in a second language is demonstrated in a manner outlined in the UMW Undergraduate Catalog (including the completion of Level IV in high school).

GAA students must also complete the following requirements:

- Digital Intensive requirement (1 across-the-curriculum course)
- Diverse and Global Perspectives (1 across-the-curriculum course)
- After Mary Washington requirement (1 course or experience focused on career and professional development)
- Beyond the Classroom (1 course or applied learning experience outside the classroom)

Students may satisfy these requirements as part of the transfer associate degree if their transcript includes courses that apply to these requirements. To learn more about these requirements and the General Education course lists, refer to the UMW Undergraduate Catalog. Students will still be considered admissible under this agreement if the stipulated requirements (listed above) have not been completed prior to transfer. If the requirements have not been satisfied at a VCCS college, the student will be required to complete them through work following transfer to UMW.

4. Students applying to the Business Administration program under this agreement must also complete the following Business requirements at GCC before applying to UMW: ACC 211-212, ECO 201-202, MTH 245 or 155 and earn at least a 2.5 GPA in those five courses.
5. UMW cannot guarantee that students will be able to complete all requirements for graduation within the 120-credit minimum required for graduation. UMW will inform the student at the time enrollment if there are additional course requirements beyond the 120 minimum semester hours needed for graduation. Such courses will be specified in writing.



## **Eligibility**

To be guaranteed admission to the BS in Business Administration program at UMW, students must meet all requirements as outlined in the “Academic Admission Agreement Section” of this document (above), and submit the following documents to the UMW Office of Admissions: (1) the letter of intent to transfer, (2) a completed application for admission, (3) an official transcript showing completion of the AA&S degree in the approved transfer program (Business, General Studies or Liberal Arts) and, (4) if applicable, official transcripts from any other colleges previously attended and/or high school transcripts showing completion of a language through Level IV. In addition, students must have earned a grade of “C” or higher in each community college course applicable to the transfer associate degree in order to be eligible for this agreement.

Students who were previously enrolled at UMW and transferred to a VCCS college to the transfer associate degree are not eligible for participation in this agreement. Germanna Community College students who do not meet the eligibility requirements listed above are eligible to apply for admission to UMW but will not be guaranteed admission under this agreement. The University of Mary Washington reserves the right to deny admission to students who have been suspended or dismissed from any institution of higher education or convicted of a felony, use of illegal substances, or charges related to physical abuse towards others.

## **Benefits to Germanna Community College Students**

1. The University of Mary Washington waives its application fee.
2. Through the GCC contact, students can obtain the name and contact information for the UMW point of contact, the academic advisor for the BS in Business program, who can advise them.
3. While UMW does not have any named scholarships designated especially for GCC students, GCC students are considered for all scholarships and other assistance for which they are eligible. For need based aid, Germanna Community College students must complete the FAFSA by the application deadline established by UMW’s Office of Financial Aid. Germanna Community College students are not required to complete UMW Institutional Scholarship Information Form their first year in order to be considered for institutional scholarships.

## **Responsibilities**

Germanna Community College students will:

1. Follow all UMW application processes, deadlines, and grade point average requirements. Preferred admission filing dates are October 15 for the spring semester and April 1 for the fall semester. At the time of filing the application, the student must declare the intent to invoke this agreement as their means for seeking admission to UMW. (Letter of intent available from the UMW Office of Admissions or on UMW’s website.)

2. Have declared the intent to transfer to UMW's Business Administration program by completing the "UMW Student Letter of Intent form" after a minimum of 15 credits towards the approved transfer associate degree is completed at GCC and before applying for graduation from GCC.

Germanna Community College will:

1. Assist prospective GCC students interested in transferring to UMW's Business Administration program under the terms of this agreement.
2. Advise students regarding courses needed to complete the relevant AA&S degree in Business Administration, General Studies or Liberal Arts.
3. Make available information about UMW and this agreement to prospective GCC students enrolled in the AA&S degree programs.

The University of Mary Washington will:

1. Consider GCC students who enroll in UMW's BS in Business Administration program on the same basis as native students for admission to competitive programs, registration, financial aid, scholarships, student housing, parking, and any other opportunities open to native students with junior standing.
2. Advise GCC students who have completed the Letter of Intent concerning UMW courses and Business Administration program prerequisite courses.
3. Provide tracking data on performance of transfer students accepted into the Business Administration program at UMW, including credits presented and accepted in transfer, UMW courses attempted and completed, cumulative GPA, graduation date from UMW, and comparisons with students who did not enter UMW under the terms of this agreement including native UMW students. The specific data elements and the timing of the report will be determined by the institutional research staffs at GCC and UMW.

### **Review of the Agreement**

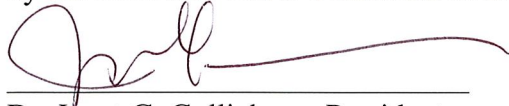
Germanna Community College will designate officials who will be responsible for all aspects of this agreement at GCC. The University of Mary Washington will designate individuals responsible for all aspects of this agreement at UMW. Representing UMW will be the Provost or a designee. Representing GCC will be the Vice President for Academic Affairs and Workforce Development or a designee.

The University of Mary Washington and GCC will review this as needed.

This agreement will remain in effect until terminated by either party upon written notice; such notice should be given one year in advance of the date of termination. Students who entered under the agreement may take advantage of its terms for two years after termination becomes effective.

## History

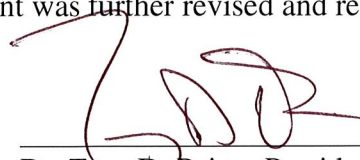
This agreement originated in Spring 2015 and was signed by the GCC and UMW Presidents in June 2015 and went in to effect in Fall 2015. The agreement was further revised and reaffirmed by the GCC and UMW Presidents in 2020.



Dr. Janet G. Gullickson, President  
Germanna Community College

3/23/20

Date



Dr. Troy D. Paino, President  
University of Mary Washington

3/4/2020

Date