

## **TRANSFER AGREEMENT WITH GUARANTEED ADMISSION BETWEEN WILLIAM AND MARY AND THE VIRGINIA COMMUNITY COLLEGE SYSTEM**

In accordance with the Virginia State Policy on Transfer, the Virginia Community College System (VCCS) and William & Mary (W&M) recognize the need for and importance of facilitating the transfer of students from one institution to the other as they pursue their educational goals. The VCCS and W&M enter into this agreement to provide all students an opportunity for guaranteed admission to the university. VCCS students who do not meet the requirements described herein are encouraged to apply and may be considered for admission under the regular admission procedures of the University.

This agreement supersedes all previous agreements between W&M and the VCCS signed prior July 1, 2022. It does not nullify individual program-to-program agreements articulated since this date.

### **Section 1: Definition of Guaranteed Admission Agreement (GAA)**

An agreement between a two-year institution or the VCCS (system office) on behalf of community colleges and a four-year institution according to which a student is guaranteed admission to the four-year institution by earning a transfer degree or a specified applied degree and satisfying specified academic benchmarks and criteria. Students transferring under a general admission GAA are not necessarily entitled to be admitted to a specific program. GAAs should be state-level agreements.

### **Section 2: Requirements for Admission**

#### **A. Applicable Associate Degrees:**

Transfer-oriented associate degrees are those VCCS Associate of Arts (AA), Associate of Science (AS), Associate of Fine Arts (AFA) and Associate of Arts & Sciences (AA&S) degrees identified by the State Council of Higher Education for Virginia (SCHEV) as university-parallel transfer degrees. Only those AS or AA&S in General Studies degrees identified by SCHEV as transfer degrees qualify for this W&M GAA (see <https://www.schev.edu/home/showpublisheddocument/298/637807416962200000> for a list of approved General Studies degrees)

#### **B. Minimum GPA requirement:**

Students achieved a cumulative grade point average for the transfer-oriented associate degree of not less than 3.4 (on a 4.0 scale) at a VCCS institution, not via transfer credit. Courses transferred into the two-year college are not included in the GPA computation. W&M will follow VCCS's course repeat policy. The GPA at the time of the letter of intent submission and at graduation are considered for eligibility.

#### **C. Limitations due to academic or disciplinary record:**

Eligibility for admission under the terms of this agreement is contingent upon meeting high standards of personal conduct. Conviction of a felony or other evidence of behavior inconsistent with the community standards and Honor Code of W&M may be grounds for denying admission or rescinding an offer of admission even if other requirements of this GAA are met.

#### **D. Course requirements:**

Students earned a grade of "B" or better in a 200-level English course approved by W&M. They earned a grade of "B" or better in VCCS equivalent courses that satisfy each of the following College Curriculum (COLL) Domain and Proficiency Requirements at W&M: 1. MATH: Mathematics Proficiency (1 course) 2. ALV: Arts, Letters, Values (2 courses, at least 3 credits each) 3. CSI: Culture, Societies, Individuals (2 courses, at least 3 credits each) 4. NQR: Natural and Quantitative Reasoning (2 courses, at least 3 credits each) 5. ARTS: Arts Proficiency (1 course, at least 2 credits). W&M will, however, accept all transferable credits and apply them to graduation requirements including major, general education, or total credit requirements.

#### **E. Minimum credits to be completed at associate degree institution:**

Students earned a minimum of 45 credit hours of the total required for the transfer-oriented associate degree at a VCCS institution (not via transfer credit) following graduation from high school. There is no limit for credits for

prior learning, but 45 must be earned post-high school graduation in the VCCS. The GAA may be used for students who attended W&M, returned to the community college, and transferred back to W&M.

**F. Maximum credits applicable for transfer:**

Although there is no maximum number of credits that may be accepted in transfer, all students must earn at least 60 credits in residence at W&M to receive a W&M degree.

**G. Testing requirements:**

Students earned a TOEFL score of 100 or above on the Internet-based exam, if non-US citizen/permanent resident and English is not the native language.

**H. Admission application and enrollment:**

Students apply for admission and submit all official transcripts by March 1 for fall matriculation or October 1 for spring matriculation, in accordance with W&M's transfer application procedures. They matriculate at W&M in the semester designated in their Letter of Intent. Students may request deferred 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.

**I. Transcript submission:**

Unofficial transcript required with the letter of intent. Official transcript required with application and after graduation.

**J. Registration of Intent to use the agreement:**

A student registers their intent to use this agreement through the Transfer Virginia portal in addition to completing a Letter of Intent to Transfer after completion of at least 15 college credits. Students must submit their Letter of Intent to qualify for the GAA.

**Section 3: Application of Associate Degree to General Education Requirement**

Students admitted under the provisions of this GAA are considered to have completed lower-division general education and proficiency requirements at W&M with the following exception:

- Foreign Language proficiency (202-level). The foreign language proficiency requirements may be fulfilled prior to matriculation, in accordance with the W&M Undergraduate Catalog.
- Arts proficiency (2 credits) – may be fulfilled through test or transfer credit or in residence at W&M
- COLL 150 – all students must take COLL 150 – First Year Seminar in residence at W&M (4 credits)
- COLL 200 – 3 credits of coursework carrying the COLL 200 designation must be earned in residence at W&M post-matriculation (6 credits waived)

**Section 4: Application of this Agreement to Students Earning Associate Degree Concurrent with High School**

W&M does not guarantee admission to high school students earning a transferable associate degree through dual enrollment. W&M will, however, accept all transferable dual enrollment credits and apply them to graduation requirements including major, general education, or total credit requirements.

**Section 5: Application of this Agreement to Students Earning Credit for Prior Learning**

Credits applied toward the associate degree but not earned at the VCCS institution will be reviewed in accordance with W&M academic policy as outlined in the Undergraduate Catalog. This review will be based on original, official transcripts or score reports sent directly to W&M. Other types of credit, such as military training, ACE recommendations, and CLEP, will be assessed in accordance with W&M policy at the time of student matriculation.

**Section 6: Associate Degree Completion Criteria and Catalog Determination**

Students must abide by all other provisions and regulations set forth in the Undergraduate Course Catalog at the time of their first post-high school enrollment at the two-year institution. For students maintaining continuous enrollment, these catalog requirements will be in effect for a minimum of four years from the time of the student's first enrollment at the two-year institution post high school. Students must enroll at the four-year institution within one year of completing their associate degree.

## Section 7: Transfer Guide – Student Document

The associated Transfer Guide represents all requirements for admittance under this GAA and the benefits that result. The Transfer Guide will be applied, once development is complete, as the student-facing document for this agreement. Major-specific transfer guides will be developed and featured at the Transfer Virginia portal (<https://www.transfervirginia.org/>). Students should check the Transfer Guidance section of those transfer guides to understand whether admission into the university also guarantees admission into their major or program of choice.

## Section 8: Administration of Agreement

The W&M official responsible for all W&M aspects of the GAA and Register of Intent to Transfer is the Assistant Dean for Undergraduate Education or their designee. The VCCS official responsible for all VCCS aspects of the GAA is the Senior Vice Chancellor for Academic and Workforce Programs or their designee, in consultation with the Guaranteed Admission Review Committee of the VCCS Academic and Student Affairs Council.

This agreement will remain in effect until modified or terminated. This Agreement may be modified only by mutual agreement by the VCCS Chancellor and President of W&M. Termination may be made by either party upon one (1) year prior written notice. Students who register their intent to use this agreement through the Transfer Virginia portal under the GAA prior to the date of termination are eligible for admission for two years after termination becomes effective.

The effective date of this Agreement is the date last signed by the President of W&M and the VCCS Chancellor. The signed Agreement will be maintained in the Transfer Virginia Portal.

### VCCS Responsibilities

- Submit a PDF of the official signed Agreement to the Portal Coordinator.
- Use portal data to track which four-year institutions students are targeting for the GAA and provide support to students.

### University Responsibilities

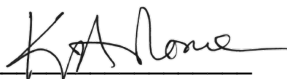
- Use portal and internal data to track students who register their intent to use the GAA. Use this data to maintain ability to honor agreement in respect to enrollment capacities.
- 4-year institutions use portal data to track students who register their intent to use this agreement and engage with students to best prepare students for transfer.

## Section 9: Review Clause

W&M and the VCCS will review this agreement and the student tracking data every five years to adjust as deemed appropriate to maintain its integrity and value and for the improvement of the transfer process. Changes will not be applied retroactively to students already enrolled or registered under the provisions of the existing GAA.

If no changes are necessary, the documented review below will extend this agreement for an additional three years.

## Signatures



**Katherine A. Rowe**  
President  
William and Mary

04/03/2023

Date



**Sharon Morrissey**  
Interim Chancellor

Virginia Community College System

3/28/2023

Date

**Review Documentation**

<b>Review Date</b>	<b>Completed By</b>	<b>Agreement Extension</b>

**Note: Recorded by the VCCS, shared with senior institution, and updated in the Transfer Virginia Portal**

**Appendix A: Transfer Guide Mapped to Undeclared Major for W&M:** The Transfer Guide will be applied once development is complete.