

**GUARANTEE ADMISSION AGREEMENT  
VIRGINIA COMMUNITY COLLEGE SYSTEM  
AND  
VIRGINIA COMMONWEALTH UNIVERSITY**

Virginia Commonwealth University (VCU) and the Virginia Community College System (VCCS) recognize the need to facilitate the admission of transfer students from Virginia's community colleges to VCU 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 (GAA). This agreement supersedes the Articulation Agreement between Virginia Commonwealth University and the Virginia community colleges, signed on June 17, 1992.

Students who graduate from a transfer-oriented associate degree program at a Virginia community college with a 2.5 cumulative GPA, who meet the eligibility requirements described below, and who declare interest in enrolling at VCU through the GAA prior to graduation are guaranteed admission to and may enroll in VCU. These students are referred to as "GAA students," VCCS Associate of Arts, Associate of Science, and Associate of Arts and Sciences degrees are considered "transfer-oriented associate degrees," as well as VCCS General Studies associate degrees that have been approved by the State Council of Higher Education for Virginia (SCHEV) as transfer degrees according to the State Committee on Transfer (see website at <http://www.schev.edu/Students/SCTHome.asp>). GAA students may expect the following:

1. Courses that are accepted by VCU will be applied to the attainment of the baccalaureate degree. Only credits applied toward the receipt of the transfer-oriented associate degree will be accepted, not to exceed 63 credits. GAA students will not be required to repeat course content that has been evaluated as equivalent to an upper level course at VCU; however, students may be required to complete additional upper-level credits to meet VCU or program requirements.
2. VCU will guarantee the acceptance of all transferable credits earned from the transfer-oriented associate degree program from the Virginia community college and will accept the student with junior standing. However, VCU cannot guarantee that students will be able to complete all requirements for graduation with the 120-credit minimum required for graduation at VCU. Shortly after the time the *Letter of Interest* is signed by the appropriate VCU official, VCU will begin an advising process with the student.
3. Acceptance in some degree programs at VCU is competitive; thus guaranteed admission into VCU does not imply admission to these programs without further acceptance by the program or department offering the program. Students participating in the GAA should follow all special school, college and/or department application procedures and deadlines (<http://www.vcu.edu/ugrad/admissions101/deadlines.html>), as well as grade point requirements listed in the VCU *Bulletin* for native VCU students.
4. GAA students will be given the same consideration as native students for admission to competitive programs, as well as for registration, financial aid, student housing, and any other opportunities open to native students with junior standing.
5. Completion of a transfer-oriented associate degree at a Virginia community college will satisfy all VCU lower-level general education requirements except requirements that apply to all students or pre-requisites for the student's intended degree program at VCU.

**Eligibility:**

To be eligible for participation in this GAA, student should:

1. Graduate with a minimum of a 2.5 cumulative GPA from a transfer-oriented associate degree program at a Virginia community college.
2. Prior to graduation from a Virginia community college, submit a *Letter of Interest* to transfer to VCU.
3. Maintain continuous enrollment at a VCCS institution with no more than one non-summer semester without enrollment.
4. Enroll at VCU within one year of completing the transfer-oriented associate degree.

Students who were previously enrolled at VCU and transferred back to a VCCS college to complete the transfer-oriented associate degree program are not eligible for participation in the GAA. VCCS students who do not meet the GAA eligibility requirements listed above are eligible to apply for admission to VCU but will not be guaranteed admission under this agreement.

**Benefits of the GAA for VCCS students:**

1. VCCS students may select the VCU *Bulletin* in effect at the time of enrollment in the GAA. Students in the GAA program also have the option of selecting the *Bulletin* in effect when they enroll in VCU.
2. The VCU application fee will be applied as a credit on the student's account.
3. VCCS students who have a GPA of 2.75 cumulative or higher may apply for one of ten need-based, in-state tuition and fees scholarships that VCU will provide annually for VCCS GAA students as long as the agreement remains in effect. Students who successfully compete for a scholarship may hold that scholarship for a maximum of two years. The second year of the scholarship is contingent upon the student's maintaining at least a 2.5 cumulative GPA at VCU during the first year. However, a student shall not receive a scholarship that, when added to other financial aid received by the student, will enable the student to receive total assistance in excess of VCU's in-state tuition and fees. Students applying for financial aid have an earlier application deadline (<http://www.vcu.edu/ugrad/admissions101/deadlines.html>).

**Responsibilities of the VCCS:**

1. Disseminate accurate information to VCCS transfer program students regarding the general conditions of this agreement. Those provisions include the conditions for guaranteed admission to VCU, and notification that admission to VCU does not guarantee acceptance to any particular major field of study.
2. Provide academic advising services to assist VCCS students in choosing courses that will prepare them for their intended major at VCU. The VCCS will prepare faculty advisors and counselors to provide appropriate and accurate advising services related to students' plans to apply to VCU.
3. Annually update VCCS course equivalency information.
4. Notify the Chief Transfer Officer (<http://www.schev.edu/AdminFaculty/VCTOcontact.asp>) at VCU when situations arise warranting VCCS faculty and VCU faculty interaction to address advising or curricular issues.
5. Collaborate with VCU to promote the GAA among prospective and current VCCS students.
6. Provide VCU with a summary of research finding and actions taken based on data supplied by VCU on transfer student performance.

### **Responsibilities of VCU:**

1. Provide the VCCS with course equivalent information regarding VCCS courses and VCU equivalent courses. Conduct an annual review of course equivalency information to insure that this information is shared with the VCCS on a timely basis.  
([http://www.vcu.edu/ugrad/admissions101/transfers/transfer\\_guide\\_course\\_equivalent.pdf](http://www.vcu.edu/ugrad/admissions101/transfers/transfer_guide_course_equivalent.pdf)).
2. Disseminate accurate information to prospective transfer students regarding the general condition of the GAA. Those provisions include the conditions for guaranteed admission to VCU, and notification that admission to the university does not guarantee acceptance to any particular degree program.
3. Provide academic advising services to GAA students during the term prior to transfer to assist these students in making a smooth transition from the community college at VCU.
4. Notify the Chief Transfer Officer (<http://www.schev.edu/AdminFaculty/VCTOcontact.asp>) at the Virginia community college (or the representative) when situations arise that warrant VCCS faculty and VCU faculty interaction to address advising or curricular issues.
5. Collaborate with the VCCS to promote the GAA among VCCS students.
6. Annually provide tracking data on performance of GAA students at VCU, including credits presented and accepted in transfer, VCU courses attempted and completed, cumulative GPA, major, graduation date from VCU, and comparisons with native students. The Research staffs from the VCCS and VCU.

### **Responsibilities of the student:**

1. It is the responsibility of students who choose to pursue the GAA to know and understand the requirements for a transfer-oriented associate degree, as well as degree requirements and the specific requirements for their intended major at VCU.
2. The student will review the GAA and the intended program of study at VCU and will sign a *Letter of Interest* to enroll at VCU. *The letter of Interest* should be signed after the student has completed at least 15 transferable credit hours at the Virginia community college, and before the student complete the transfer-oriented associate degree. It is incumbent upon the student to revise the *Letter of Interest* with any change of name, contact information, community college program of study, desired VCU degree program of study, or expected date of graduation from a VCCS college prior to transferring to VCU. The student also must inform VCU upon any decision to discontinue participation in the GAA.
3. The student must contact the counselor/advisor at the appropriate community college for approval before initiating changes in his or her program of study.
4. The student must obtain a transfer-oriented associate degree at a Virginia community college with a cumulative grade point average of 2.5 on a four-point scale. A minimum grade of "C" must be obtain in each course the student wishes to transfer, eligible transfer students must provide transcripts from any other institutions attended and documentation for Advance Placement, CLEP, or other advanced standing credit applied toward completion of the transfer-oriented associate degree.
5. Follow the VCU application and admission processes (<http://www.vcu.edu/ugrad/>) and timelines (<http://www.vcu.edu/ugrad/admissions101/deadlines.html>). Note that VCU has an earlier application deadline for students seeking financial aid.

**Review of the GAA:**

1. The VCCS will designate officials who will be responsible for all the aspects of the GAA at the VCCS. VCU will designate individuals responsible for all aspects of the GAA at VCU.
  - a. Representing VCU will be the Vice Provost for Academic Affairs and the Vice Provost for Instruction, or designees.
  - b. Representing the VCCS will be the VCCS Vice Chancellor for Academic Services and Research and the VCCS Assistance Vice Chancellor for Educational Programs and Institutional technology, in consultation with the Articulation Subcommittee of the Academic and Student Affairs Council.
2. Both parties are to communicate the conditions of the GAA to their respective clientele (external and internal constituents). VCU and the VCCS will review the GAA at a minimum of 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 change will not adversely affect students already enrolled and covered under the provisions of the existing GAA.
3. The GAA 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 GAA may take advantage of its items for two years after termination becomes effective.

**ADDENDUM TO GUARANTEED ADMISSION AGREEMENT VIRGINIA COMMUNITY  
COLLEGE SYSTEM**

**AND**

**VIRGINIA COMMONWEALTH UNIVERSITY Effective Fall 2011**

**BENEFITS TO VIRGINIA COMMUNITY COLLEGE TRANSFER STUDENTS**

Students who are enrolled in the VCCS and intend to transfer to VCU upon completion of a certificate or degree program are eligible for some institutional benefits. Students must submit an institutional interest form to VCU by the due date after students earns 15 hours of credit in the program. A follow up letter and card will be sent to student by VCU. By submitting the form to VCU and paying a \$25.00 fee, students are eligible for the following benefits:

- Access to VCU's library services
- Ability to meet with VCU transfer advisors to discuss the transition from a VCCS college to VCU
- Ability to participate in VCU's transfer-related events
- Ability to participate in some intended school or major related activities such as lectures.
- Discount admission to VCU athletic events
- Discount admission to VCU cultural events
- Email accounts and access to VCU updates about events via email

## **DISCIPLINE SPECIFIC TRANSFER AGREEMENTS**

VCU has developed a number of transfer pathways that lead from a major at a Virginia community college directly into a major at VCU. This is an option for students who have identified their majors and have chosen VCU as a transfer institution. A listing of these agreements may be found at the following URL <http://www.ugrad.vcu.edu/admissions101/transfer/gaa.html> . Please see an advisor where the student is currently enrolled to assist in the program planning.

## **CERTIFICATE OF GENERAL EDUCATION**

Students who complete a General Education certificate at a Virginia community college with a 2.5 cumulative GP A, ENG 111, ENG 112, and ENG 210, and who meet eligibility requirements as described in the Guaranteed Admission Agreement (Sections 1,3 and 5) are guaranteed admission\* and may enroll in VCU. \* Acceptance into some degree programs at VCU is competitive; thus guaranteed admission into VCU does not imply admission into these programs without further acceptance by the program or department offering the program.

VCU will guarantee the acceptance of all transferable credits earned as part of the General Education certificate. Completion of the General Education certificate will guarantee completion of the VCU lower level core requirements of the undergraduate curriculum but may not fulfill specific departmental requirements or prerequisites needed for the major. Therefore, GAA students may need to take additional lower level courses after transferring to VCU.

Students must follow the VCU application and admission processes and timelines (<http://www.ugrad.vcu.edu/admissions101/index.html>).



VCCS-VCU STUDENT LETTER OF INTEREST IN TRANSFERRING FORM

Student name: \_\_\_\_\_

Social Security number (optional): \_\_\_\_\_ Date of birth: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ VCCS e-mail address: \_\_\_\_\_@email.vccs.edu

Virginia Community College in which I am enrolled: \_\_\_\_\_

VCCS program in which I am enrolled:

\_\_\_ Certificate of General Education \_\_\_ Associate of Arts \_\_\_ Associate of Science
\_\_\_ Associate of Arts and Sciences \_\_\_ Other (please indicate \_\_\_\_\_)

Expected graduation date from VCCS: \_\_\_\_\_ Expected transfer date to VCU: \_\_\_\_\_
(semester and year) (semester and year)

Degree program I want to enter at VCU: \_\_\_\_\_

In accordance with the provisions of an established Guaranteed Admission Agreement between the Virginia Community College System (VCCS) institutions and Virginia Commonwealth University (VCU), this Letter of Interest is submitted after I have completed at least 15 transferable credits at this Virginia Community College and prior to the completion of the transfer-oriented certificate or degree program as evidence of my interest and intent to transfer to VCU. Upon completion of the degree program at the Virginia Community College in which I am enrolled, I intend to transfer to VCU to pursue a baccalaureate degree.

I understand that by submitting this Letter of Interest, and its signing by an authorized VCCS representative, I am guaranteed admission to VCU, but not guaranteed admission to VCU programs that have additional admission requirements for all applicants. I also understand that I must maintain a cumulative 2.5 GPA and maintain continuous enrollment at a VCCS institution with no more than one non-summer semester without enrollment, that I will not be able to transfer grades of D or F, and that I must abide by VCU’s continuous enrollment policy. If I fail to meet these requirements, I am not eligible for participation in the Guaranteed Admission Agreement.

After completion of the above data and reading the information, sign this Letter of Interest and take it to your VCCS Institutional Authorized Representative for signature, then send it to the Office of Undergraduate Admissions, Virginia Commonwealth University, 821 West Franklin Street, P.O. Box 842526, Richmond, VA 23284-2526. This Letter of Interest will be held on file in VCU’s Office of Undergraduate Admissions.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

VCCS institutional authorized representative \_\_\_\_\_ Date \_\_\_\_\_