

**GUARANTEED ADMISSION AGREEMENT  
JOHN TYLER COMMUNITY COLLEGE  
AND  
JAMES MADISON UNIVERSITY**

James Madison University (JMU) and John Tyler Community College (JTCC) recognize the need to facilitate the transfer of students from JTCC 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 REQUIREMENTS**

Guaranteed Admission Agreement (GAA) students must:

1. Be degree seeking at JTCC and have formally applied to graduate in the JTCC Associate of Arts (A.A.) or Associate of Science (A.S.) Transfer degree program.
2. 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 JTCC Associate of Arts (A.A.) or Associate of Science (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 JTCC for approval before initiating changes in his or her program of study at JTCC.
3. Present a minimum cumulative grade point average of 3.000 on a 4.0 scale upon application to JMU **and** upon graduation from JTCC.
  - A. If a student has attended multiple institutions, they must have earned a minimum cumulative grade point average of 3.000 on a 4.0 scale at JTCC and **all** previous institutions.
  - B. All work attempted at JTCC and any other institution(s) attended will be included in the GPA considered by JMU. The only exception is that, in compliance with JMU policy, a student is allowed to repeat up to **two** different courses where the initial grade earned will not be included in the grade point average calculation. A student who has repeated more than two courses is not eligible to apply to JMU through the Guaranteed Admission Agreement but is eligible to apply through the traditional transfer admissions process.
  - C. Eligible transfer students must provide transcripts from **all** institutions attended.
  - D. JMU will evaluate credit granted by Advanced Placement (AP), International Baccalaureate (IB), and Cambridge International examinations for possible credit; such credit will be granted only if examination scores meet established JMU criteria in place at the time the student enrolls. JMU does not evaluate, or grant credit for, College Level Examination Program (CLEP) examinations.

4. Earn no grade lower than a "C" in any course at JTCC, or any previous institution, that has not been repeated and the grade replaced at the time of application.
5. Earn a minimum of a 3.000 GPA in the core academic area courses (language, lab science, math, and social science).
  - A. At least one college-level transferable course must be completed in each of the core academic areas.
  - 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 AP, IB, or Cambridge International exam credits to completely fulfill any of the core academic areas (language, lab science, math or social science) of the approved Associates degree(s) may not be eligible for participation in the GAA. AP, IB, and Cambridge International exam scores must be in accordance with JMU policy in order for a student to be eligible for participation in the GAA. Students must submit AP, IB, and Cambridge International exam scores by the stated admissions application deadline for consideration.
  - D. A student who employs CLEP credit to completely fulfill **any** of the core academic areas (language, lab science, math or social science) of the approved Associates degree(s) is **not** eligible for participation in the GAA.
6. 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. The *JMU Application for Admission* and all transcripts must be submitted by February 1 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).
  - A. 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.
7. Notify the JMU Community College Transfer Adviser if participation in the Guaranteed Admission Agreement is to be terminated.

### **EXCLUSIONS TO THE GUARANTEED ADMISSION AGREEMENT**

1. Students who were previously enrolled at JMU and transferred to JTCC are not eligible for participation in the GAA.

2. Students who earn the Associate of Arts (A.A.) or Associate of Science (A.S.) Transfer degree concurrently with high school diplomas are not eligible for participation in the GAA. Students must complete at least 24 credit hours at the college or university level **after** graduating from high school in order to be eligible for the GAA.
3. In accordance with state and federal guidelines, some students may be ineligible to enroll at JMU based on their immigration status. The Office of Admissions reserves the right to request supporting documentation to determine immigration status and eligibility.
4. JMU reserves the right to deny admission or the benefits of this agreement to students who have been suspended, dismissed or expelled for academic or non-academic reasons from any college or those who have been convicted of, pled guilty or no contest to, a felony.

### **ACCEPTANCE AND APPLICATION OF TRANSFER CREDIT**

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

1. All courses accepted by JMU will be applied to the attainment of the baccalaureate degree.
2. Acceptance of all transferable credits earned from the associate degree program from JTCC and, therefore, acceptance 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.
3. Completion of the Associate of Arts (A.A.) or Associate of Science (A.S.) degree will satisfy all General Education requirements at JMU.
4. Credit awarded by JTCC for AP, IB and Cambridge International examination scores will be reevaluated by JMU. Credit is not guaranteed for these sources; credit will be granted only if AP, IB, and Cambridge International examination scores meet established JMU criteria. Since JMU transfers credit on a course-by-course basis, credit not accepted by JMU will not transfer.
5. JMU does not evaluate, or grant credit for, CLEP examinations. A student who employs CLEP credit to completely fulfill any of the core academic areas (language, lab science, math or social science) of the approved Associates degree(s) is **not** eligible for participation in the GAA.
6. JTCC 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.

## **ADMISSION TO JMU COLLEGES AND ACADEMIC UNITS**

1. 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.

## **RESPONSIBILITIES OF JTCC**

JTCC will:

1. Disseminate accurate information to JTCC 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, in partnership with the JMU Transfer Advising Coordinator, academic advising services to assist JTCC students in choosing courses that will best prepare them for their intended major at JMU.
3. Annually initiate the review and update of any JTCC-produced advising guides or advising sheets.
4. Notify the Vice Provost for Academic Development at JMU when situations arise that warrants JTCC 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 JTCC students.

## **RESPONSIBILITIES OF JMU**

JMU will:


1. Provide JTCC with course equivalent information regarding JTCC courses and JMU equivalent courses. An annual review will be conducted to insure that this information is shared with JTCC 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 prior to transfer to assist these students in making a smooth transition from JTCC to JMU.
4. Annually initiate the review and update of any JMU-produced advising guides or advising sheets.
5. Notify the appropriate individual at JTCC when situations arise that warrant JTCC faculty and JMU faculty interaction to address advising or curricular issues.
6. Collaborate with JTCC to promote the guaranteed admission agreement among prospective and current JTCC students.

**TERMS OF AGREEMENT**


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. JTCC will designate officials who will be responsible for all aspects of the guaranteed admission program at JTCC. JMU will designate individuals responsible for all aspects of this guaranteed admission agreement at JMU.
  - ◆ Representing JMU will be the Vice Provost for Academic Development and the Dean of Admissions.
  - ◆ Representing JTCC will be the Vice President of Learning and Student Success.
3. Both parties are to communicate the conditions of this agreement to their respective clientele (external and internal constituents). JMU and JTCC 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:**

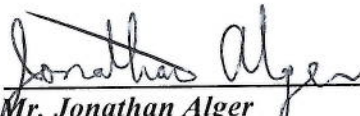
The terms of this Agreement supersede all previous Agreements.

  
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**Dr. Edward E. Raspiller**  
**President**  
**John Tyler Community College**


6/1/15  
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**Date**

  
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**Dr. William Fiege**  
**Vice President of Learning and Student Success**  
**John Tyler Community College**

May 28, 2015  
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**Date**

  
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**Mr. Jonathan Alger**  
**President**  
**James Madison University**

May 13, 2015  
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**Date**

  
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**Dr. Teresa Gonzalez**  
**Vice Provost for Academic Development**  
**James Madison University**

May 11, 2015  
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**Date**