



**DUAL ADMISSIONS and CORE-TO-CORE TRANSFER AGREEMENT  
BETWEEN  
COMMUNITY COLLEGE OF PHILADELPHIA  
AND  
KUTZTOWN UNIVERSITY OF PENNSYLVANIA**

**Preface**

Community College of Philadelphia (CCP) and Kutztown University of Pennsylvania (KU) enter into this Dual Admissions and Core-to-Core Transfer Agreement ("Agreement") to facilitate the transfer of CCP students to KU. This Agreement applies to students who enter KU as full-time or part-time undergraduate students.

**Dual Admissions**

Under this Agreement, CCP students will be guaranteed admission into KU with third year (junior) status at KU on the condition that they:

1. Complete an electronic "Dual Admissions Intent" form before completion of no more than 30 college level credits from all colleges/universities attended;
2. Graduate from CCP with an appropriate Associate in Arts (A.A.), Associate in Science (A.S.), or specified Associate in Applied Science (A.A.S.) Degree with a minimum cumulative GPA of 2.0 (with the exception of Education majors which require a minimum GPA of 3.0). (Please see Appendix A for a list of degrees/majors included in this Agreement);
3. Complete KU's admissions application the semester before the student plans to matriculate to KU;
4. Do not attend another institution of higher education between the time they graduate from CCP and enroll at KU;
5. Enroll at KU within one year of CCP graduation.

Students who have previously matriculated to KU are not eligible for Dual Admissions.

Grades of "C" or higher will transfer to KU. The transfer of "D" grades will be reviewed in the same manner as the grading policy of native KU students so long as the student has earned their A.A., A.S., and specified A.A.S. degrees with a minimum GPA of 2.0 (3.0 for Education majors).

A full-time student admitted with third year (junior) status to KU will be able to complete a Bachelor's degree at KU within four regular (fall/spring) semesters provided the student

completes the appropriate associate degree at CCP and completes and appropriately sequences his/her remaining course work at KU.

KU agrees to accept the general education requirements embedded in the CCP Associate in Arts (A.A.), Associate in Science (A.S.) and specified Associate in Applied Science (A.A.S.) Degrees and apply these requirements in their entirety towards KU's general education requirements which currently consist of university core requirements, university distribution requirements, and college distribution requirements. This is referred to as Core-to-Core. Depending on which program/college a student transfers into, specific general education courses may be required.

This Core-to-Core Agreement applies to all CCP A.A., A.S., and specified A.A.S. graduates; students who do not submit a dual admissions intent form but who earn an A.A., A.S., and specified A.A.S. still qualify for core-to-core.

CCP graduates entering KU under the terms of this Agreement go through the KU normal transfer admissions process and therefore must meet all applicable KU requirements and deadlines pertaining to application for admission, orientation and registration, and payment of tuition and fees. They will abide by the policies and procedures, and any revisions thereof that apply to all KU students.

### **Financial and Scholarship Incentives**

To encourage CCP graduates to transfer to KU. KU agrees to the following:

1. To waive the application fee for students who enroll at KU pursuant to this Agreement.
2. To award academic scholarships annually to all dual admissions students admitted to KU pursuant to this Agreement:

|                                                                                       |
|---------------------------------------------------------------------------------------|
| <b>Full time (enrolled in 12 or more credits per semester) at Kutztown University</b> |
| 3.5 – 4.0 final cumulative CCP GPA will receive \$1,000/year                          |
| 3.0 – 3.4 final cumulative CCP GPA will receive \$500/year                            |

|                                                                                         |
|-----------------------------------------------------------------------------------------|
| <b>Part time (enrolled in less than 12 credits per semester) at Kutztown University</b> |
| 3.0 or above cumulative CCP GPA will receive \$250/year                                 |

- All scholarships may be renewed for up to four (4) semesters for full-time students and up to six (6) semesters for part-time students contingent upon students maintaining the same transfer GPA scholarship requirements while at KU and submitting their Free Application for Federal Student Aid (FAFSA).
- This scholarship is awarded for the fall and spring semesters only.
- Students are strongly encouraged to complete the Free Application for Federal Student Aid (FAFSA) before May 1 each year to determine if they are eligible for a state grant.

Financial Aid will be awarded to dual admissions students on the same basis as all KU students. They will have equal access to all state and federal financial aid programs. All students will be provided with KU financial aid information and receive full consideration for KU financial aid upon matriculation at KU.

- All first-time, full-time and part-time, CCP transfer students with any type of associate degree, accepted at KU with or without an intent form, will be awarded a one-time book award. The \$500 book award is for Fall and Spring semesters – up to \$250 for the Fall semester and up to \$250 for the Spring semester.

## **The Agreement**

To facilitate the transfer of CCP graduates to KU in accordance with the foregoing guarantee, the parties agree to the following:

### **Obligations of Kutztown University:**

1. To invite CCP students to an informational meeting with KU faculty and staff on a regular basis at both CCP and KU in order to facilitate smooth curricular and co-curricular integration to KU.
2. To send a KU conditional letter of admission to all CCP students who complete a “Dual Admissions Intent” form and a KU application in accordance with the expectations stated in the “Dual Admissions” section of this Agreement and who meet the conditions set forth in this Agreement.

A formal offer of admission will be sent upon receipt of the application (the semester before the students plan to matriculate). Students must confirm their intention to matriculate at KU by submitting a deposit by June 1 for the fall semester, and by January 1 for the spring semester, and satisfy all other regular KU admissions requirements. CCP students who complete a “Dual Admissions Intent” form will be governed by the KU degree requirements in effect at the time of signing the “Dual Admissions Intent” form.

3. To send students from the Philadelphia area who apply but are not admitted to KU a letter encouraging them to attend CCP and earn an appropriate associate degree from CCP so as to take advantage of the benefits of this Agreement.
4. To support a Core-to-Core articulation agreement that allows the CCP A.A., A.S. or specified A.A.S. degree to fulfill all KU General Education requirements. Eligible CCP graduates enrolling at KU will be identified upon admission to KU, and the fact that they have satisfied KU General Education requirements by Core-to-Core transfer will be noted on all pertinent KU student records. Core-to-Core transfer does not alter the requirements of the student's major field of study as identified in the KU catalog.
5. To continue working with CCP on program-to-program curriculum articulation agreements that specify for CCP transfer students the CCP courses that satisfy major requirements needed for degree completion at KU.
6. To provide equal on-campus housing opportunities for CCP students covered by this Agreement.

## **Obligations of Community College of Philadelphia**

To publicize this Agreement to prospective students in its promotional literature, to make special arrangements for KU recruiters to visit CCP, and to inform qualified students matriculating at CCP of the opportunity for Dual Admissions and Core-to-Core transfer to KU under the terms of this Agreement.

## **Joint Obligations**

1. To consult with each other through appropriate channels prior to implementing major changes in policy or curricula that directly affect students transferring under the terms of this Agreement, and keep each other informed of any other changes of policy or curricula that affect those students. Both KU and CCP will review this Agreement annually and make any changes upon mutual agreement, as needed. Such changes will become effective when both CCP and KU sign the revised document.
2. To collaborate in providing students with information and academic advising about this Agreement, KU's academic requirements, and the process of transferring to KU.
3. To develop and implement advertising and promotional efforts to communicate the benefits of Dual Admissions and Core-to-Core transfer.
4. To designate a representative or representatives who will coordinate this Dual Admissions and Core-to-Core Transfer Agreement between the two institutions.
5. To exchange aggregate data annually that will contribute to the maintenance and improvement of this Dual Admissions and Core-to-Core Transfer Agreement, enhance the transfer process, and promote effective cooperation between institutions.
6. To facilitate and support consultation and collaboration between their faculties related to this Agreement, General Education, degree requirements, and other academic matters.
7. To provide direct links between KU and CCP websites.
8. Both parties agree to continue their respective policies of nondiscrimination based on sex, age, race, color, creed, national origin, disability, sexual orientation, gender identity, veteran status or any other status protected by Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, the Americans with Disabilities Act, or any other applicable federal, state, or local law.

## **Revision, Renewal and Termination of this Agreement**

Kutztown University's Provost/Chief Academic Officer and the Vice President for Academic & Student Success at Community College of Philadelphia or their designees, are responsible for identifying, and communicating to each other, changes in the policies or requirements of their respective institutions that affect this Agreement.

This Agreement will be in effect as of the date of full execution by all parties, for students entering KU on or after Fall 2017. It will be reviewed annually by the appropriate parties at each institution, and will be renewed automatically until superseded by a new Agreement or formally

terminated. Either institution may terminate this Agreement at any time by written notice at least one year in advance of the effective date of termination. Should this Agreement be terminated, it is understood that students already accepted to KU through the effective date of termination will continue to receive the benefits articulated in the original terms of the Agreement.

The term of this Agreement shall be five (5) years from the date of execution. This Agreement may not exceed a period of five (5) years at which time it will be reviewed.

The willingness of both institutions to enter this Agreement in order to facilitate the transfer of students from CCP into KU, and to expand their opportunities for academic success there, is indicated by the following signatures.

The undersigned representatives of the parties, Community College of Philadelphia and Kutztown University, have executed this Agreement on the date indicated below:

**FOR COMMUNITY COLLEGE OF PHILADELPHIA:**

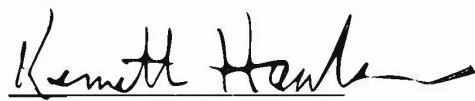
 Date: 7-13-17  
Donald General, Ed.D.  
President

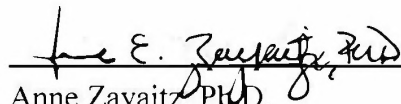
 Date: 7/13/17  
Samuel Hirsch, Ed.D.  
Vice President for Academic and Student Success

APPROVED AS TO FORM AND LEGALITY:

 Date: 7/13/17  
Victoria L. Zellers, Esq.  
General Counsel

**FOR KUTZTOWN UNIVERSITY:**

 Date: 7-27-17  
Kenneth Hawkinson, Ph.D.  
President

 Date: 7/31/2017  
Anne Zayaitz, Ph.D.  
Provost and Vice President for Academic Affairs

APPROVED AS TO FORM AND LEGALITY:

 Date: 8/11/17  
University Legal Counsel  
(date of last signature)



## APPENDIX A

The following Community College of Philadelphia Associate in Arts (A.A.), Associate in Science (A.S.) and Associate in Applied Science (A.A.S.) degrees are included in this Agreement and correspond to Kutztown University bachelor's degrees as noted:

| <b>Community College of Philadelphia</b> | <b>Kutztown University</b>                       |
|------------------------------------------|--------------------------------------------------|
| A.A.S. Accounting                        | B.S. Business Administration - Accounting        |
| A.A. Art and Design                      | B.F.A. Applied Digital Arts (requires portfolio) |
| A.A. Art and Design                      | B.F.A. Crafts (requires portfolio)               |
| A.A. Art and Design                      | B.F.A. Studio Art (requires portfolio)           |
| A.A. Art and Design                      | B.S. Art Education (requires portfolio)          |
| A.S. Biology                             | B.S. Biology                                     |
| A.A. Business                            | B.S. Business Administration - Accounting        |
| A.A. Business                            | B.S. Business Administration - Finance           |
| A.A. Business                            | B.S. Business Administration - Management        |
| A.A. Business                            | B.S. Business Administration - Marketing         |
| A.A. Business Administration             | B.S. Business Administration - Accounting        |
| A.A. Business Administration             | B.S. Business Administration - Finance           |
| A.A. Business Administration             | B.S. Business Administration - Management        |
| A.A. Business Administration             | B.S. Business Administration - Marketing         |
| A.S. Chemistry                           | B.S. Chemistry                                   |
| A.A. Communication Studies               | B.A. Communication Studies                       |
| A.S. Computer Science                    | B.S. Information Technology                      |

|                                                            |                                                                                    |
|------------------------------------------------------------|------------------------------------------------------------------------------------|
| A.A.S. Digital Video Production                            | B.S. Electronic Media (Cinema, Television, and Media Production, effective 7/1/17) |
| A.A. Education: Early Childhood (Birth to 4th Grade)       | B.S. Elementary Education, Grades Pre-K-4 (minimum 3.0 GPA)                        |
| A.A. Education: Middle Level (4th to 8th grades)           | B.S. Elementary Education, Grades 4-8 (minimum 3.0 GPA)                            |
| A.A. Education: Secondary Humanities/Social Studies Option | B.S. Secondary Education (minimum 3.0 GPA)                                         |
| A.A. Education: Secondary Math/Science Option              | B.S. Secondary Education (minimum 3.0 GPA)                                         |
| A.A. English                                               | B.A. English                                                                       |
| A.A.S. Justice                                             | B.S. Criminal Justice                                                              |
| A.A. Mass Media                                            | B.A. Professional Writing                                                          |
| A.A. Mass Media                                            | B.A. Communication Studies                                                         |
| A.S. Mathematics                                           | B.S. Mathematics                                                                   |
| A.A. Music                                                 | B.A. Commercial Music (requires audition)                                          |
| A.A. Music                                                 | B.A. Music (requires audition)                                                     |
| A.A. Music                                                 | B.S. Music Education (requires audition)                                           |
| A.A. Music                                                 | B.A. Music Performance (requires audition)                                         |
| A.A. Psychology                                            | B.S. Psychology                                                                    |