

CAPTAINS CONNECTION
GUARANTEED ADMISSION AND REVERSE TRANSFER AGREEMENT

Thomas Nelson Community College

AND

Christopher Newport University

Christopher Newport University (CNU) and Thomas Nelson Community College (TNCC), with the establishment of the Captains Connection program, resolve to adopt a Guaranteed Admission and Reverse Transfer Agreement for students in the Captains Connection program. Christopher Newport agrees to provide special opportunities and benefits for TNCC Captains Connection students to facilitate a smooth transition to the university.

Students who do not meet the terms described in this agreement may apply to Christopher Newport under the regular transfer admission process and will be considered for admission -- although admission via the normal transfer admission path is not guaranteed.

Dual enrollment students who are enrolled in the transfer associate degree program while enrolled in high school are not eligible for admission to Christopher Newport under the terms of this guaranteed admission agreement. If such students seek admission to Christopher Newport, immediately after high school graduation, these students must apply as new freshmen and will be considered on an equal basis with all other freshman applicants. If such students continue enrollment at TNCC beyond high school graduation, these students will be eligible for admission under this guaranteed agreement after the completion of at least 15 credits. Regardless of the path of admission, no distinction will be made by Christopher Newport regarding college courses applicable to the transfer-oriented associate degree that are taken through dual enrollment arrangement(s) with high schools.

Credit for Advanced Placement, International Baccalaureate, College Level Examination Program, military training/experience, or other forms of credit for prior learning will be determined based on CNU equivalent courses and standards. Specific information is available at the following website: <http://cnu.edu/registrar/transfer/>

Captains Connection Program

Christopher Newport's Captains Connection program is established exclusively for students from Thomas Nelson Community College to develop and grow pathways to Christopher Newport by granting early access to enrollment, support services, and experiences while reducing the time-to-degree for students interested in studying technology and engineering programs.

The Captains Connection program is available to TNCC students who:

- (1) intend to transfer to Christopher Newport immediately after their enrollment at TNCC ends (typically a fall or spring semester/s)
- (2) have earned a cumulative grade point average (GPA) of 3.0 or higher on a four-point scale as demonstrated on the official TNCC transcript, and

- (3) intend to declare a major in Computer Engineering, Computer Science, Information Systems, or Information Science (Cybersecurity).

Definitions

“Transfer-oriented associate degrees” refers to VCCS Associate of Arts, Associate of Science, and Associate of Arts and Sciences degrees. This includes 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 Policy on Transfer (see website at <http://www.schev.edu/docs/default-source/institution-section/GuidancePolicy/policies-and-guidelines/transferpolicy110.pdf>).

“Reverse Transfer” refers to TNCC students who transfer to Christopher Newport prior to earning their associate's degree at TNCC. Credits completed at Christopher Newport will be transferred back to TNCC and used to satisfy outstanding degree requirements for the associate's degree. Credits earned at Christopher Newport will be counted once toward the student's overall degree requirements.

Benefits for Captains Connection Students

Captains Connection students who are admitted under this agreement will gain access to the following benefits from Christopher Newport:

- (1) Christopher Newport will provide Captains Connection students with an annual renewable Transfer Technology scholarship of \$5,000 over (four to six semesters), as long as the student meets the conditions of the scholarship. This opportunity is available in addition to any scholarship or grant funds already offered to the student, and is renewable provided that the student meets the conditions for renewal.
- (2) The Transfer Admission Application Fee will be waived.
- (3) Students will be given priority consideration for University transfer housing at Christopher Newport.
- (4) Captains Connections students under this agreement may enroll in courses at Christopher Newport and pay the TNCC tuition rate through the Virginia Tidewater Consortium (VTC) while still enrolled at TNCC.
- (5) While still enrolled at TNCC, Christopher Newport will provide Captains Connections students with early access to CNU resources, activities, and facilities including: Center for Career Planning, Center for Academic Success, Tutoring and Writing Assistance, Tribble Library, and Athletic Events, all at no cost to the student.
- (6) Students will receive administrative assistance with registering for their first semester of courses at Christopher Newport. While still enrolled at TNCC, Connections students will have a Connections Transfer Advisor at Christopher Newport throughout their enrollment at TNCC.

- (7) While still enrolled at TNCC, Christopher Newport will provide Connections students with information and programming on major exploration, career exploration, financial literacy, study skills, improved textbook reading, test/exam preparation, and notetaking. Programs will be available on the TNCC campus (with TNCC approval and if space is available) as well as on the Christopher Newport campus.

Agreement Conditions

- (1) In order to be eligible for this agreement, students must be accepted into the Captains Connection program and must be enrolled in a transfer-oriented degree program with a cumulative grade point average (GPA) of 3.0 or higher on a four-point scale. Students must submit an official TNCC transcript to the CNU Transfer Admission and Enrollment Office.
- (2) TNCC students will have earned a minimum of 15 credits at TNCC prior to transfer to Christopher Newport. In addition, students must have earned a grade of "C" or higher in each community college course applicable to the transfer-oriented associate degree program.
- (3) Students must submit their Letter of Intent prior to application to Christopher Newport. (Additional information regarding the "Letter of Intent" is available at the following website: <http://cnu.edu/admission/transfer/agreement/>)

Christopher Newport will guarantee the acceptance of all transferable credits earned from the transfer-oriented associate degree program. TNCC students who complete the transfer associate degree will be guaranteed a minimum of 60 credits and a maximum of 66 credits. At Christopher Newport, junior-standing is defined as 60-89 earned credits.

Completion of the transfer-oriented degree program will guarantee completion of the Christopher Newport general education component of the undergraduate curriculum with the exception of the Second Language Literacy Requirement. TNCC transfer students are strongly encouraged to complete the foreign language requirement prior to transferring to Christopher Newport. The Second Language (foreign language) Literacy Requirement may be met in one of the following ways:

- (1) Transfer of a TNCC foreign language course at the 201 level or higher, or American Sign Language (ASL) course at the 200-level or higher; or
- (2) Completion of a 200-level or higher foreign language course at Christopher Newport.

*Note that three (3) years of high school language study (in the same language) or a 102-level foreign language course is a prerequisite for a CNU 200-level foreign language course.

Although we strive to graduate students with no more than 120 earned credits, because of course prerequisites, curricular requirements and/or student changes to major(s), Christopher Newport cannot guarantee that all students will be able to complete all requirements for graduation within the 120-credit minimum requirement. Christopher Newport staff members will inform students at

the time of enrollment if there are additional course requirements beyond the 120 minimum semester hours needed for graduation. Such courses will be specified in writing at that time.

Reverse Transfer Agreement

An associate's degree is an important milestone in a student's education and can also be a significant credential for the student's resume. Christopher Newport Captains Connection students who transfer to CNU from TNCC without completing all requirements for the associate's degree may utilize CNU courses as part of the Reverse Transfer Agreement (RTA).

- (1) The Reverse Transfer Agreement applies to Captains Connection students who are enrolled in a transfer-oriented associate degree program who seek to transfer to Christopher Newport prior to completion of the transfer associate's degree. For guaranteed admission to CNU under the Reverse Transfer Agreement, TNCC students must be enrolled in a transfer-oriented degree program with a cumulative grade point average (GPA) of 3.0 or higher on a four-point scale as demonstrated on the TNCC transcript.
- (2) When students transfer to Christopher Newport prior to completing all degree requirements at TNCC, Christopher Newport staff will coordinate with TNCC staff to identify CNU courses which will also satisfy those outstanding degree requirements at TNCC so that those courses will transfer back to TNCC for conferral of the associate degree. Prior to enrollment at Christopher Newport each semester, CNU staff will coordinate with TNCC to evaluate potential CNU courses which will fulfill requirements for the TNCC associate's degree.
- (3) Program planning maps will be provided to assist TNCC counselors in preparing students for transfer to Christopher Newport.

TNCC students who do not meet the GAA eligibility requirements listed above are eligible to apply for admission to CNU but will not be guaranteed admission under this agreement.

Responsibilities of Christopher Newport

Christopher Newport will:

- (1) Guarantee the acceptance of all transferable credits earned from the transfer-oriented associate degree program at TNCC, and inform students in writing at the time of enrollment if there are additional course requirements beyond the 120 minimum semester hours needed for graduation. Completion of the transfer-oriented degree program will guarantee completion of the Christopher Newport general education component of the undergraduate curriculum with the exception of the Second Language Literacy Requirement.
- (2) Disseminate accurate information to TNCC prospective transfer students regarding the conditions of this agreement and the Captains Connection program.

- (3) Provide Captains Connections students with information and programming on major exploration, career exploration, financial literacy, study skills, improved textbook reading, test/exam preparation, and notetaking.
- (4) Assist students with the admission process, enrollment at Christopher Newport, and advising. Christopher Newport will provide students with administrative assistance when registering for the first semester of courses at Christopher Newport. While still enrolled at TNCC, Connections students will have a Connections Transfer Advisor at Christopher Newport throughout their enrollment at TNCC.
- (5) Provide TNCC with specific program planning degree maps to aid with advising and to assist students in their selection of TNCC courses prior to transfer.
- (6) Share feedback and success data with TNCC regarding the performance of Captains Connection students, including credits presented and accepted in transfer, Christopher Newport courses attempted and completed, cumulative GPA, major, graduation date, and comparisons with other student populations. The specific data elements and the timing of the report will be determined by staff from TNCC and Christopher Newport.
- (7) Collaborate with TNCC to promote this agreement among prospective and current TNCC students who qualify.

Responsibilities of TNCC

TNCC will:

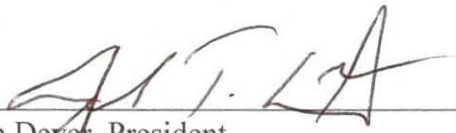
- (1) Identify students who are eligible candidates for the Captains Connection program and connect those students with Transfer Admission and Enrollment staff at Christopher Newport.
- (2) Disseminate accurate information to TNCC transfer students regarding the conditions of this agreement and the Captains Connection program.
- (3) Allow Christopher Newport staff to reserve space for Captains Connection programs offered on-site at TNCC's campuses. Christopher Newport will be responsible for program content and delivery.
- (4) Collaborate with Christopher Newport to identify potential course equivalents so the student may choose courses which will serve as degree progress at both schools.
- (5) Assist Christopher Newport in advising students in the Captains Connection program and providing updated degree evaluations based on the student's enrollment in the transfer-oriented associate's degree program at TNCC each semester for students in the Reverse Transfer Agreement.
- (6) Provide advising for students as they prepare for transfer to Christopher Newport to ensure a smooth transition, ensure students under this agreement complete the Letter of Intent, and contact Christopher Newport staff as needed for assistance or if any concerns arise.
- (7) Collaborate with Christopher Newport to promote this agreement among prospective and current TNCC students who qualify.

Review of the Agreement

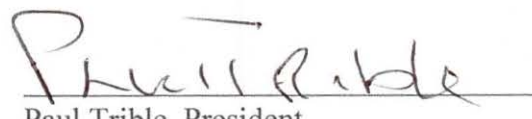
The Vice President of Enrollment and Student Success will be responsible for this agreement at Christopher Newport. _____ will be responsible for this agreement at Thomas Nelson Community College.

Christopher Newport and TNCC will review this agreement every three years making adjustments as deemed appropriate to maintain its integrity and for the improvement of the process. Changes will not adversely affect students already enrolled under the provisions of the existing agreement.

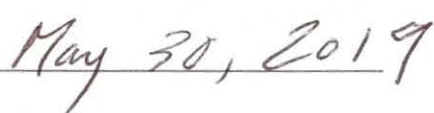
This agreement will remain in effect until terminated by either party upon written notice. Such notice should be given one year in advance of the date of termination; students who entered under the existing agreement may take advantage of these terms for two years after termination becomes effective.



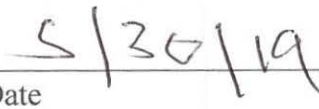
John Dever, President
Thomas Nelson Community College



Paul Tribble, President
Christopher Newport University



Date



Date