

**GUARANTEED ADMISSION AND TRANSFER AGREEMENT  
BETWEEN  
NORFOLK STATE UNIVERSITY  
AND  
TIDEWATER COMMUNITY COLLEGE**

Tidewater Community College and Norfolk State University recognize the need and importance of facilitating a smooth transition for students moving from one institution to the other as they pursue their educational goals. This is true whether students begin their pursuit of the baccalaureate degree through a college transfer associate degree program or a corresponding applied associate degree program in a technical or professional field.

Recognizing that many students engage in education as a life-long learning process, NSU and TCC enter into this agreement to provide a transfer track to a baccalaureate degree for all community college students, regardless of their initial curriculum choice. TCC students who do not meet the terms described herein are encouraged to apply and may be considered for admission under the regular admission procedures of Norfolk State University.

This agreement supersedes all agreements between Norfolk State University and Tidewater Community college signed before this date.

**Definitions**

“Transfer-oriented associate degrees” refers to the Associate of Arts and Associate of Science degrees. This will not include the Associate of Science degree in General Studies unless or until the degree has been approved by the State Council of Higher Education for Virginia (SCHEV) as a transfer degree according to the State committee on Transfer guidelines (see website at <http://www.schev.edu/Students/GeneralStudiesWebText.pdf>).

“Articulated applied associate degrees” refers to Associate of Applied Science and Associate of Applied Arts degrees that have been specifically articulated with corresponding baccalaureate technical and professional degrees offered by Norfolk State University. A list of eligible programs will be developed jointly by NSU and TCC.

“Certificate of General Education” refers to the 37 credit hour certificate program of coursework that includes nine (9) credits of English composition and speech, six (6) credits of humanities and/or fine arts, nine (9) credits of social and behavioral sciences (including a cultural requirement), seven (7) credits of natural sciences, three (3) credits of mathematics, and three (3) credits of personal wellness (physical education, health or student development).

“GAA student” refers to a student who graduates from a transfer-oriented degree program or an articulated applied associate degree program at Tidewater Community College with a cumulative grade point average (GPA) of 2.0 on a four-point scale and a grade of “C” or better in all courses required by the program. Graduates of an articulated applied associate degree program must have met all degree/course requirements outlined in the specific curriculum articulation agreement.

“Transferable credits” refers to courses taken at Tidewater community College that are applicable to a baccalaureate degree program and includes courses in the liberal arts and core courses applicable to the student’s intended baccalaureate degree major.

### **Academic Admission Agreement**

Upon receipt by NSU of completed application materials, GAA students are guaranteed admission to NSU and may expect the following:

1. NSU guarantees admission only to those GAA students who complete a transfer-oriented or articulated applied associate degree and meet all eligibility requirements of the articulation agreement for admission into the corresponding baccalaureate degree program. Acceptance in some degree programs at NSU is competitive; thus, guaranteed admission into NSU does not imply admission to these programs without further acceptance by the program or department offering the program. GAA students will be considered on the same basis as native students for admission to competitive programs.
2. NSU will guarantee the acceptance of all transferable credits earned from the transfer-oriented or articulated applied associate degree program and grant the student junior standing. Students must have completed a minimum of 45 credits at TCC. No distinction will be made by NSU regarding college courses applicable to the eligible associate degree that are taken through dual enrollment or earned through military coursework completed under a Service-members’ Opportunity College (SOC) agreement, or transferred from a regionally accredited college or university. Credit for knowledge and skills gained through experiential learning or other non-collegiate instruction, local challenge exams, International Baccalaureate, Advanced Placement, CLEP, or DAN TES testing programs will be accepted according to NSU policies in effect at the time of admission to NSU.
3. Completion of the transfer-oriented degree program will guarantee completion of the NSU lower level general education component of the undergraduate curriculum but may not fulfill specific departmental requirements or prerequisites needed for the major or graduation requirements that apply to all students (e.g. Exit Examination of Writing Competency). Completion of the articulated applied associate degree and the Certificate of General Education, or the equivalent 37 credits of general education, will guarantee completion of the lower level general education component of the undergraduate curriculum but may not fulfill all specific department requirements or prerequisites needed for the major or graduation requirements that apply to all students (e.g. Exit Examination of

Writing competency). Therefore, GAA students may need to take additional lower level courses after transferring to NSU.

4. A minimum of 60 transferable credits in a transfer-oriented associate degree will be applied to a baccalaureate degree program. A minimum of 50 credits in articulated technical and related major courses in an applied associate degree and up to a maximum of 37 transferable general education credits will be applied in the corresponding NSU baccalaureate technical and professional degree program.
5. NSU cannot guarantee that students will be able to complete all requirements for graduation within the 120-credit minimum required for graduation. NSU will inform the GAA student in writing at the time of enrollment at NSU if there are additional course requirements beyond the 120 minimum semester hours needed for graduation.
6. Admission under this agreement is contingent upon receipt of a final official transcript documenting degree completion as well as verification of successful completion of the General Education Certificate or equivalent coursework for Associate of Applied Science degree graduates. Without verification of the General Education Certificate or equivalent, courses will be evaluated on a course-by-course basis for the applied degrees. See Certificate of General Education definition for specific course requirements.

### **Honors College**

GAA students who earn a cumulative GPA of 3.5 or higher at the time of graduation from TCC will be invited to apply for admission to the Honors College program. To graduate from the Honors College, GAA students are required to meet the same requirements as native students admitted to the Honors College program as juniors. GAA students enrolling in NSU who are eligible to apply for admission to the Honors College program will be eligible to apply for scholarships designated by NSU especially for Honors College students.

### **Eligibility**

*To be eligible for participation in this GAA, students must:*

1. Submit a Letter of Intent to Transfer after completion of at least 15 transferable credits and a 2.0 grade point average, but before 90 days prior to graduation from TCC.
2. Graduate with a minimum of a 2.0 cumulative GPA (as computed under VCCS policy) in a transfer-oriented or articulated applied associate degree program from TCC.
3. Meet all course/degree requirements outlined in the relevant articulation agreement for the TCC degree.
4. Enroll at NSU within one year of completing the transfer-oriented associate degree or articulated applied associate degree.
5. Earn a grade of "C" or higher in each community college course applicable to the transfer-oriented or articulated associate degree program.

- GAA students must follow the approved curriculum outlines of all transfer-oriented and articulated applied degree programs in which special waivers or course substitutions have been agreed to by TCC and NSU and posted to the transfer website.
- GAA students will be required to meet graduation requirements as stated in the NSU catalog in effect as of the date of submission of the Letter of Intent to Transfer to NSU (unless changes to the curriculum are required to meet state and/or national accreditation guidelines).
- Consistent with requirements for native students, GAA students who do not complete the bachelor's degree within six years of the date of submission of the Letter of Intent to transfer must choose to graduate under the requirements listed in any subsequent NSU catalog in effect within the six year period preceding the date of graduation from NSU. Students who were previously enrolled at NSU and transferred back to TCC to complete the transfer-oriented associate degree are eligible for participation in the GAA.
- TCC students who do not meet the GAA eligibility requirements listed above are eligible to apply for admission to NSU but will not be guaranteed admission under this agreement. Course work completed at TCC will be evaluated on an individual basis in accordance with the State Policy on Transfer.

### **Benefits to TCC Students**

1. TCC students who file a Letter of Intent to transfer to NSU will have access to NSU departmental advisors for advice and information on meeting requirements for various NSU majors.
2. GAA students will be provided a degree plan outlining specific requirements for the transferable associate degree or articulated applied associate degree with the General Education Certificate, guaranteeing acceptance of the transferable courses outlined for which grades of "C" or better are earned and the remaining requirements to be taken at NSU to earn the baccalaureate degree.
3. GAA students who have met all requirements for admission under the GAA will be eligible to participate in selected NSU events prior to enrollment at NSU. Information concerning these events will be provided to eligible GAA students.
4. GAA students enrolling in NSU are eligible to apply for scholarships designated by NSU especially for GAA students.

### **Responsibilities**

#### *GAA Students will:*

1. Follow all NSU application processes and all special departmental/program application procedures, deadlines, and grade point average requirements.
2. Complete the pre-admission process by (a) submitting a formal Letter of Intent to transfer to NSU after earning a minimum of 15 transferable credits at TCC; (b) submitting the Letter of Intent at least 90 days prior to completion of the transfer-oriented associate degree or the articulated

applied science associate degree with the General Education Certificate or letter of verification; and (c) earning a minimum cumulative grade point average of 2.0 towards the eligible associate degree.

*TCC will:*

1. Advise students regarding courses needed to complete the transfer-oriented associate degree or articulated applied science associate degree with the General Education Certificate courses.
2. Make available information about NSU and the GAA to prospective GAA students enrolled in eligible associate degree programs.

*NSU will:*

1. Consider GAA students who enroll at NSU on the same basis as native students for admission to competitive programs, registration, financial aid, new student scholarships, parking, and any other opportunities open to native students with junior standing.
2. Invite TCC students to apply for admission upon receipt of the Letter of Intent and advise them regarding courses needed to complete the baccalaureate degree.
3. Provide each student with a degree plan to assist with planning for meeting transferable associate degree or articulated applied associate degree with the Certificate of General Education courses and baccalaureate degree requirements.
4. Provide tracking data annually on the performance of GAA students at NSU. Data will be shared between TCC and NSU in August annually with a report provided each fall. The specific data elements for the report will be determined by the institutional research staff at TCC and NSU.

The NSU official responsible for all NSU aspects of the GAA is the Provost or his/her designee. The TCC official responsible for all TCC aspects of the GAA is the Vice President for Academic and Student Affairs or his/her designee.

NSU and TCC will review this agreement every three years to make adjustments as deemed appropriate to maintain its integrity and for the improvement of the transfer process. Changes will not adversely affect students already enrolled under the provisions of the existing GAA.

The GAA will remain in effect until modified by mutual agreement between TCC and NSU or 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 GAA may take advantage of its terms for two years after termination becomes effective.

NSU and TCC will promptly communicate any curriculum changes or admissions requirements that affect this agreement through the institutions' Offices of Academic Affairs or Chief Transfer Officers.