

CARLOW UNIVERSITY

Dual Enrollment and Articulation Agreement between Harrisburg Area Community College and Carlow University

DUAL ENROLLMENT AGREEMENT

The following academic programs at Carlow University are considered eligible for the Dual Enrollment Agreement between Carlow University and Harrisburg Area Community College:

- Health Management
- Respiratory Care, CRT/RRT Degree Completion
- RN to BSN

Purpose

The purpose of this agreement is to outline the process for a Dual Enrollment Program between Harrisburg Area Community College (HACC) and Carlow University (CU). This agreement pertains to students currently enrolled in Associate Degree Programs at HACC, who are interested in one of the three CU Degree Completion Programs above. The Agreement is designed for students who choose to jointly enroll at CU, while completing an Associate Degree Program at HACC.

HACC and CU stipulate that upon admission to any one of the three Degree Completion Programs, HACC students may take courses that align and transfer to CU's designated degree completion programs. HACC students are guaranteed admission and will seamlessly enter into said program at CU, provided they have successfully obtained an Associate Degree, having satisfied the required minimum cumulative grade point average, and successfully met individual program specific requirements as stated in this agreement.

Procedure

To be eligible for the Dual Enrollment Program, students must complete the intent to enroll form provided by HACC.

The Dual Enrollment Program is open to:

1. Applicants to HACC who are first-time, matriculated freshmen, or
2. Returning adult students to HACC, or
3. Transfer students to HACC
4. Any currently matriculated HACC student who is interested in the Dual Enrollment Program prior to completion of the HACC Associate Degree and holds a 2.0 minimum GPA.

Stipulations

HACC and CU agree jointly to provide the following:

1. Each institution will designate a coordinator and an academic advisor for the Dual Enrollment Program.
2. HACC and CU will develop cooperatively, publications pertaining to the Dual Enrollment Program.

CU agrees to provide the following to candidates at HACC, who apply for Dual Enrollment in the three eligible programs; Associate of Science in Nursing, Respiratory Care, and Health Management Degree Completion Programs:

1. CU representatives will meet with HACC students in the Dual Enrollment Program through the onboarding and enrollment process. The purpose of the meetings will be to provide academic guidance about CU's program curriculum, and general information about CU.
2. CU will outline for HACC students, the potential for earning graduate level credits as part of an accelerated undergrad program. The number of credits will vary by program.
3. HACC students will be permitted to enroll in two CU courses (6 credits), as guest students, before completing their Associate Degree. HACC students will be charged the HACC tuition rate for that academic year. Guest students at CU are not eligible for financial aid.
4. CU agrees to provide, as needed, informational sessions with designated faculty and staff at HACC who will be involved in consulting and advising students enrolled in the Dual Enrollment Program.
5. The CU Transfer Guide for HACC students will be periodically updated. The guide will outline course equivalencies for required and recommended courses.

6. Following completion of the HACC Associate Degree, students must meet CU's admission requirements as stated in the CU catalog and must meet all other admission and eligibility requirements, prior to formally applying one of the three degree completion programs at Carlow. CU has sole discretion in admissions decisions.

HACC agrees to provide the following for Associate of Science in Nursing, Respiratory Care, and Health Management Degree candidates at HACC who plan to take advantage of the Dual Enrollment program:

1. HACC will provide the necessary materials for students who are considering application for Dual Enrollment with CU.
2. HACC will be responsible for vetting of candidates to the Dual Enrollment Program. Candidates will be evaluated according to the basic criteria in effect at HACC and CU for the Dual Enrollment Program.
3. HACC will provide CU, a list of all students participating in the Dual Enrollment Program. In addition, HACC will provide a list of the Dual Enrollment students scheduled to graduate at the end of each semester and who have indicated their intent to seamlessly enroll in CU the following semester. HACC students who graduate are responsible for providing all copies of their final transcripts, demonstrating the conferred degree, to ensure that Carlow program specific admission standards have been met.
4. HACC will assist in setting up advisement programs involving CU faculty and staff on an ongoing basis.

Articulation for Transfer Students Not Participating in Dual Enrollment:

Procedures outlined herein relate specifically to students who do not simultaneously apply to HACC and CU. Students who do not apply to the Dual Enrollment Program, while active students at HACC will have the opportunity to apply to CU, as a non-dually enrolled student. HACC and CU agree to facilitate transfer to CU, HACC graduates not covered by this agreement by making available to the student, the same academic advisement and consultation made available to Dual Enrollment students. Students not covered by the Dual Enrollment Program, must apply and meet the program requirements, as well as admission and university standards of CU.

Terms and Conditions

- A. **Term of the Agreement.** This agreement is intended to be in effect for five (5) years from the date of signature. It will be reviewed annually.

- B. Termination of the Agreement.** Harrisburg Area Community College or Carlow may terminate this agreement for any reason or without reason with ninety (90) days written notice from either party.
- C. Nondiscrimination.** The parties agree to continue their respective policies of nondiscrimination based on sex, age, race, color, creed, national origin, disability and any other category protected by federal, state, and/or local law.
- D. Relationship of Parties.** The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.
- E. Modification of Agreement.** This agreement shall be modified only in writing, with the signed authorization of HACC and Carlow University.
- F. Promotion of Agreement.** Both parties have the right to use this agreement and the name of Harrisburg Area Community College in all promotional activities, including college catalogs and recruitment or advisement activities.
- G. Liability.** Neither of the parties shall assume any liabilities of the other. As to liability to each other or death to persons or damages to property, the parties do not waive any defense as a result of entering into this agreement.
- H. Entire Agreement.** This agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regard to this relationship. Any changes, corrections or additions to this agreement shall be in writing in the form of a supplemental agreement signed by all appropriate parties and setting forth therein the proposed change, correction or addition. This agreement between HACC and CU does not affect any other agreements between HACC and CU.

Program Specific Dual Enrollment Requirements

RN to BSN Program

Those entering the Dual Enrollment Program who are enrolled in the Associate of Science Degree in Nursing (ADN) and who are in good academic standing at HACC can seamlessly enter the RN to BSN Program at CU. Students must have successfully completed the ADN Program, with a minimum cumulative grade point average of a 2.0, successfully passed the NCLEX exam. Students must have a current, active, valid, unrestricted Professional Registered Nursing License prior to the enrolling in the RN to BSN nursing core program courses.

In addition, students must comply with the Dual Enrollment Program procedures mentioned in this agreement. CU Dual Enrollment courses will be reviewed and approved, based on the HACC students transfer evaluation. Transfer course credit will be approved by the RN to BSN Program Director.

ADN students at HACC will be permitted to enroll in two CU non-nursing courses, at the HACC tuition rate, prior to completion of their ADN as a guest student. Guest students at Carlow are not eligible for financial aid through CU.

Students who matriculate from HACC to CU to the RN to BSN, have the potential to earn up to 13 Master of Science in Nursing graduate credits while in CU's undergraduate program. Qualified students must meet the academic requirement of a 3.0 GPA after the first semester of study, have successfully completed CU compass core and nursing support courses, in order to apply this accelerated RN to BSN program format.

Respiratory Care –CRT/RRT Degree Completion Program

Those entering the Dual Enrollment program who are enrolled in the Respiratory Care Associate Degree Program at HACC and who are in good academic standing at HACC can seamlessly enter the CRT/RRT Degree Completion Program at CU. They must have completed the Associate Degree with a minimum cumulative grade point average of a 2.5 and have successfully passed the CRT or the full RRT exam. Those who begin the program with only the CRT exam completed, are eligible to begin the program and take the respiratory care based courses in the first term. They are encouraged to complete the RRT exam within the first year of the CU Degree Completion Program.

In addition, students must comply with the Dual Enrollment Program procedures mentioned in this agreement. CU Dual Enrollment courses will be chosen based on the HACC students completed transfer evaluation and will be approved by the Respiratory Care Program Chair prior to enrollment.

Respiratory Care (RC) students at HACC will be permitted to enroll in two CU RT courses, at the HACC tuition rate, prior to completion of their Associate Degree as a guest student. Guest students at Carlow are not eligible for financial aid through CU. Predetermined courses will be suggested for Dual Enrollment students, and are based on how the HACC curriculum lines up with the CU RRT Degree Completion Program. These classes will be determined based on the students transfer evaluation and will be approved by the CU Respiratory Care Program Chair prior to guest student enrollment.

When a student matriculates from HACC to CU for the CRT/RRT Degree Completion Program, they have the potential to earn MBA credits while in CU's undergraduate program. Must meet the academic requirement of a 3.0 GPA after the first semester of study in order to move into this accelerated program format. This would pertain to any individual who would be interested in moving into the RRT to MBA Program at CU.

Health Management Program

Those entering the Dual Enrollment program who are enrolled in the Healthcare Management or related Associate Degree Program at HACC and who are in good academic standing at HACC can seamlessly enter the Health Management Degree Completion Program at CU. They must have completed the Associate Degree with a minimum cumulative grade point average of a 2.0.

In addition, students must comply with the Dual Enrollment Program procedures mentioned in this agreement. CU Dual Enrollment courses will be chosen based on the HACC students completed transfer evaluation and will be approved by the Health Management Program Chair prior to enrollment.

Healthcare Management (HM) students or those in related programs at HACC will be permitted to enroll in two CU courses, at the HACC tuition rate, prior to completion of their Associate Degree as a guest student. Guest students at Carlow are not eligible for financial aid through CU. Courses will be suggested for Dual Enrollment students, and are based on how the HACC curriculum lines up with the CU HM Degree Completion Program. These classes will be determined based on the students transfer evaluation and will be approved by the CU HM Program Chair prior to guest student enrollment.

When a student matriculates from HACC to CU for the HM Degree Completion Program, they have the potential to earn MBA credits while in CU's undergraduate program. The student must meet the academic requirement of a 3.0 GPA after the first semester of study in order to move into this accelerated program format. This would pertain to any individual who would be interested in moving into the Health Management to MBA Program at CU.

ARTICULATION AGREEMENT

The following academic programs at Carlow University are considered eligible for the Articulation Agreement between Carlow University and Harrisburg Area Community College:

- Health Management
- Respiratory Care, CRT/RRT Degree Completion
- RN to BSN

HACC and CU recognize the importance of facilitating the transfer of students from one institution to another. In an effort to insure that transfer students and indigenous students are treated on an equal basis, HACC and CU enter into the following articulation agreement. This agreement has been developed according to the guidelines established by the State System of Higher Education in Pennsylvania.

Academic Policies

1. Have the program plan of study at HACC reviewed and approved by the provost.
2. Have all of the courses that are approved in the program plan of study, which carry a passing grade accepted by CU.
3. To enjoy the same rights and privileges and observe the same regulations in the major department as students indigenous to that department who are at the junior level when the transfer student enters CU.
4. To follow CU policy, which requires that the student repeat any major/support courses that carry a final grade of "C-" or lower. The final grade for these courses must be a "C" or higher. Students will not earn additional credits for a repeated course.
5. To have all of the courses with a passing grade accepted by CU applied to the attainment of the Baccalaureate degree.

Academic Stipulations

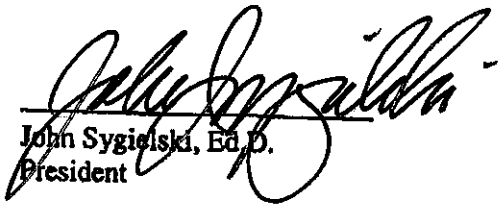
1. A student interested in articulating into CU must work through the appropriate Transfer Counselor at CU.
2. The student, the academic advisor, and the transfer counselor will develop a program plan of study following the guidelines provided by CU in accordance with the curriculum established by HACC.
3. A student must maintain the required minimum GPA for said program, degree requirements will vary.
4. A maximum of up to 88 credits may be transferred into Carlow. Transfer credits will be subject to a course-by-course evaluation and must have a letter grade of a "C" or better.
5. Students must satisfy all other Carlow University admission requirements.


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Signature Page

For Harrisburg Area Community College

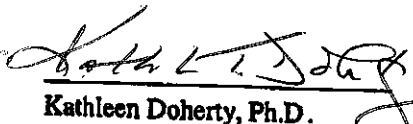
For Carlow University



John Sygielski, Ed.D.
President


Suzanne K. Mellon, Ph.D.
President

10/31/19
Date

Date


Kathleen Doherty, Ph.D.
Associate Provost & Professor of Psychology


Lynn E. George, Ph.D., RN, CNE
Dean & Professor
College of Health and Wellness

10/31/19
Date

10/28/19
Date