

**COLLEGE OF SOUTHERN MARYLAND AND
ST. MARY'S COLLEGE
OF MARYLAND
DUAL ADMISSION AGREEMENT**

PREFACE

St. Mary's College of Maryland (SMCM) welcomes students from College of Southern Maryland (CSM) into our community of learners. The Dual Admission Transfer Agreement is designed to facilitate CSM students' ease of transfer to SMCM. This Agreement supersedes any other Dual Admission agreement signed between CSM and SMCM.

Under this Agreement, CSM students graduating with any CSM Associate in Arts (A.A.), Associate in Science (A.S.), Associates of Arts in Teaching (A.A.T), Associates of Science in Engineering (A.S.E.) or Associate of Applied Science (A.A.S.) degree program will be eligible for Dual Admission, which entitles them to be admitted to an undergraduate program at SMCM, provided that students:

1. Complete a "Dual Admission Program Intent to Enroll Form" at the time of admission to CSM, or no later than when they have completed 30 college transferable credits, including CSM courses and those from other colleges and universities.
2. Submit the SMCM Application for Admission, ideally once 45 credits have been earned at CSM, or at least six months prior to the start of the semester he/she wishes to transfer to St. Mary's College of Maryland.
3. Satisfy all other SMCM admissions requirements, which are available on the University website at <http://www.smcm.edu> or by contacting an admissions counselor at St. Mary's College of Maryland.
4. Graduate from CSM with a minimum cumulative grade-point average (GPA) of 2.75.
5. Recognize that grades of "C" or better will transfer and will be transcribed as transfer credits or "TR" on the SMCM transcript. Per COMAR regulations, grades of D will transfer although may not be used for major/minor requirements.
6. Understand that there is no residential living requirement for incoming students.
7. Per COMAR regulations, students can transfer a maximum of 70 credits from a 2-year college. Transferring 56-89 credits into SMCM qualifies incoming students as junior status.
8. Understand that if they were previously enrolled at SMCM, they are not eligible for this agreement.
9. Submit CSM transcripts along with any other colleges they may have attended prior to attending CSM.

Additionally, students seeking to enter SMCM as a full-time student are encouraged to enroll within one year of graduating from CSM. Students may not attend another institution between graduation and enrollment at SMCM to benefit from Dual Admission.

SMCM welcomes International Students to apply to the College. Additional admission materials will include the Test of English as a Foreign Language (TOEFL) and WES transcript evaluations if applicable. Please check the College website at <http://www.smcm.edu> for details.

The Dual Admission program is also available for part-time students.

QUALIFICATIONS FOR THIS AGREEMENT

Students interested in Dual Admission to SMCM are encouraged to consult with a Transfer Advisor at CSM and the Transfer Admission Counselor at SMCM to assist in choosing courses which will meet the requirements in the declared major. Transcripts will be evaluated on a preliminary basis by the Transfer Coordinator from the SMCM Admissions Office or the Transfer Evaluator in the Registrar's Office prior to application upon request.

OBLIGATIONS OF ST. MARY'S COLLEGE OF MARYLAND

To facilitate the transfer of CSM graduates to SMCM in accordance with the foregoing, SMCM agrees to the following:

1. To attend regularly scheduled transfer programs at CSM and to provide CSM with a Dual Admission "Intent to Enroll Form" to distribute upon the request.
2. To invite CSM students to information/advising meetings with SMCM faculty and staff on a regular basis at both CSM and SMCM in order to facilitate smooth curricular and co-curricular integration to St. Mary's College of Maryland
3. To send SMCM letters of admission to all CSM students who complete a Dual Admission "Intent to Enroll Form" and who meet the conditions set forth in the Preface. It is recommended that students confirm their intention to matriculate at SMCM by June 1st for the fall semester, or by December 1st for the spring semester and satisfy all other regular SMCM admissions requirements. CSM students who complete a "Dual Admission Program Intent to Enroll Form" will be governed by the SMCM degree requirements in effect at the time of the signing of the form, as stated in the undergraduate catalog. Please note that COMAR regulations state that a student who has been continuously enrolled in a MD public institution can choose the catalog year of the year they began the initial institution. The application fee for SMCM will be waived for students that enroll in this agreement.
4. Those students entering fulltime study at SMCM are eligible to be awarded academic scholarships and/or grants per established guidelines at the time of enrollment.

Scholarships are renewable on an annual basis and students must meet with a Financial Aid advisor for additional information. SMCM offers a variety of scholarships and grant awards. These opportunities include merit-based and need-based aid and grants. Sources of these awards include SMCM, private donors, as well as federal and state programs.

5. To provide students with a SMCM Library card, and access if requested, after a student has submitted their Dual Admission Intent Form.
6. To ensure that incoming students will be provided with SMCM financial aid information and receive full consideration for SMCM financial aid, in addition to appropriate scholarships and grants listed above, upon matriculation at St. Mary's College of Maryland.
7. To ensure that CSM graduates entering SMCM under the terms of this Agreement go through SMCM's normal transfer admissions process, including meeting all applicable SMCM 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 SMCM students. Incoming matriculated students will have all the rights and privileges of other SMCM students.

8. To continue working with CSM on program-to-program curriculum articulation agreements that specify for CSM transfer students the CSM courses that satisfy major requirements for degree completion at SMCM.
9. To periodically invite CSM students to SMCM events.

OBLIGATION OF THE COLLEGE OF SOUTHERN MARYLAND

CSM agrees to publicize this agreement to prospective and current CSM students in its promotional literature, and make special arrangements for SMCM recruiters and advisors to visit CSM to meet with prospective and current Dual Admission students.

JOINT OBLIGATIONS

1. To inform 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 changes of policy or curricula that affect those students. Both SMCM and CSM will review this Agreement on a regular basis and make any changes upon mutual agreement, as needed. Such changes will be effective when both CSM and SMCM sign the revised document.
2. Students are required to graduate from CSM with a minimum GPA of a 2.75. Transferrable courses with grades of D or better will be brought into SMCM as transfer credits. A minimum grade of C or C- is required if these credits apply to the student's selected major.
3. To collaborate in providing students with information and academic advising both from SMCM and CSM. SMCM will make available contact information for questions about St. Mary's College of Maryland's academic requirements, Core Curriculum requirements, degree requirements, and the process of transferring to SMCM.
4. To jointly agree to develop and implement advertising and promotional efforts to communicate the benefits of Dual Admission transfer.
5. To designate a representative or representatives who will coordinate the Dual Admission Transfer Agreements between the two institutions.
6. To exchange data and documents on a regular basis that will contribute to the maintenance and improvement of the arrangement, enhance the transfer process, and promote effective cooperation between institutions. These will consist of data about individual transfer students, including admissions information and grades, and reports on the results of program reviews, assessments of students' learning, and decisions of curricula and other committees. The institution(s) will exchange data after obtaining appropriate permission from the students as indicated on the Dual Admission "Intent to Enroll Form."
7. This Agreement may be updated (by means of addenda), upon mutual agreement by appropriate officials of the two institutions, to allow for additional curriculum articulation sheets accommodating course equivalencies for specific major(s)/minor(s)/certificate program(s). This Agreement sets forth the entire understanding of the parties with respect to the subject matter hereof and supersedes all prior understandings, memos, writings or agreements of the parties with respect to the subject matter hereof. Any waiver by a party of any of its rights or of the other party's obligations must be in writing.

8. To provide, when available, direct links between the SMCM and CSM websites when applicable.

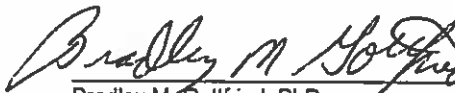
REVISIONS, RENEWAL AND TERMINATION OF THIS AGREEMENT

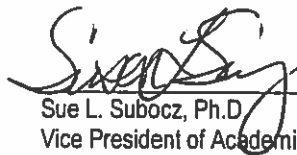
The SMCM Vice President for Academic Affairs and the appropriate officers at CSM are responsible for identifying and communicating to each other changes in the policies or requirements of their respective institutions that affect this Agreement.

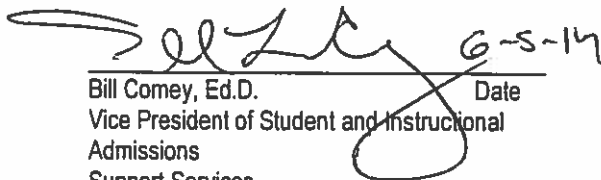
This Agreement will be in effect, as of the date of its signing, for students entering SMCM fall semester 2014 or after. It will be reviewed on a regular basis by the appropriate parties at each institution and will be renewed automatically until superseded by new Agreements or formally terminated. Either institution may terminate this Agreement at any time by written notice at least one year in advance of the effect date of termination. Should this Agreement be terminated, it is understood that the termination will not apply to students already accepted to SMCM under the terms of this Agreement.

The willingness of both institutions to enter this Agreement in order to facilitate the transfer of students from CSM to St. Mary's College of Maryland, and to expand their opportunities for academic success there, is indicated by the following signatures. The undersigned representatives of the parties, CSM and St. Mary's College of Maryland, have executed this Agreement on the dates indicated:

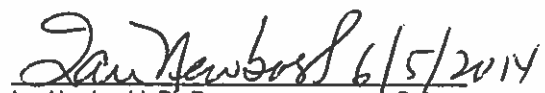
College of Southern Maryland


Bradley M. Gottfried, PhD
President
Date 5-5-14


Sue L. Subocz, Ph.D.
Vice President of Academic Affairs
Date


Bill Comey, Ed.D.
Vice President of Student and Instructional
Admissions
Support Services
Date 6-5-14

St. Mary's College of Maryland


Ian Newbould, Ph.D.
Interim President
Date 6/5/2014


Beth Rushing, Ph.D.
Vice President for Academic Affairs and Dean of Faculty
Date


Gary Sherman
Vice President for Enrollment Management and Dean of
Date 6/5/14