

**Guaranteed Admission Agreement between  
The College of William and Mary and  
the Colleges of the Virginia Community College System**

Consistent with its institutional mission as a highly selective public institution of higher education, the College of William and Mary (W&M) enters into this guaranteed admissions agreement (GAA) with the colleges of the Virginia Community College System (VCCS) to achieve the goal of increasing access for community college students and, in particular, for traditionally under-represented populations. W&M recognizes the valuable contribution community colleges make in providing a convenient, supportive learning environment in which students can strengthen their preparation for higher learning and save on college expenses while they complete the first two years of a baccalaureate degree.

**Section I  
Admission Requirements**

Students at VCCS institutions will be guaranteed admission as degree candidates to W&M if they meet all of the following conditions:

- They received a transfer-oriented associate degree from a VCCS institution within the past two years. VCCS Associate of Arts, Associate of Science, and Associate of Arts and Sciences degrees are considered “transfer-oriented associate degrees,” as well as 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/Students/SCTHome.asp>). Students in Associate of Applied Science programs, as well as those in General Studies programs that have not met VCCS/SCHEV criteria for a university-parallel program, are excluded from the terms of this agreement.
- A minimum of 45 credit hours of the total required for the transfer-oriented associate degree must have been earned at a VCCS institution since graduation from high school. The remaining credit hours may include dual enrollment courses offered through a VCCS institution. If a course has been repeated, credits earned from the original course will not be included in the calculation.
- They have achieved a curricular grade point average of not less than 3.6 (on a 4.0 scale) at a VCCS institution. If courses are repeated, the original and repeated course grades will be included in the calculation of curricular grade point average.
- They have completed a “Letter of Intent to Transfer to W&M” (*Letter of Intent*) upon the completion of a minimum of 15 credit hours of coursework at a VCCS institution and at least one year prior to their desired matriculation date. After submission of this form, they must remain continuously enrolled at their VCCS institution in all non-summer semesters until receipt of the associate degree. Shortly after the time the *Letter of Intent* is signed by the appropriate W&M official, W&M will begin an advising process with the student.
- They matriculate at W&M in the semester designated in their *Letter of Intent*. Students may defer matriculation for a period of up to two years following receipt of the associate degree but will be

subject to the limits of the university's capacity to register new transfer students in their desired term of enrollment.

- They have earned a grade of "B" or better in Eng 210, Advanced Composition, or, if not offered, another course certified by the VCCS institution as being writing-intensive.
- They have earned a grade of "B" or better in VCCS equivalent courses that satisfy the following General Education Requirements at W&M:
  1. GER 1: Mathematics and Quantitative Reasoning (1 course)
  2. GER 2: Natural Sciences (2 courses, one of which must include an associated lab)
  3. GER 3: Social Sciences (2 courses)
  4. GER 4A: History and Culture in the European Tradition (1 course)
  5. GER 4A: History and Culture in the European Tradition *or* GER 4C: Cross-Cultural Issues (1 course)
  6. GER 5: Literature and History of the Arts (1 course)

VCCS equivalent courses satisfying these requirements are included in Appendix 1 of this agreement. Students are bound by the requirements in place at the time they submitted the *Letter of Intent*.

- They have followed all W&M application and admission processes and deadlines. The application fee for admission will be waived.

W&M reserves the right to deny admission to students who have been academically dismissed or suspended, or to those convicted of a felony. A limited number of students may be admitted with Flexible Degree Track (part-time) status, if they live in the Williamsburg area and can show a compelling reason why full-time status is not feasible. Students seeking such status must attach a letter to their application explaining why they wish to be part-time. Flexible Degree Track students must earn a minimum of 12 credit hours each year and may take no more than 10 credit hours in their first semester at W&M.

Admission to W&M under the terms of this agreement does not imply admission to degree programs in the School of Business Administration or the School of Education. Students intending to enroll in these programs are encouraged to discuss prerequisites and other requirements well in advance of admission. Students admitted to W&M under the terms of this agreement will be given the same consideration as native students in admission to these programs. Students who do not meet the minimum standards outlined in this agreement may seek admission to W&M through the normal application procedures. VCCS transfer students who meet the criteria set forth under this agreement shall be granted the same consideration as native students for registration, student housing, work-study, and any other opportunities open to native students.

## **Section II Tuition and Financial Aid**

Students admitted as degree candidates to W&M under the provisions of this agreement will pay tuition to W&M. Under the College's *Gateway* program, Virginia students whose family income is less than \$40,000 per year will qualify for a grant that covers all unmet financial need, eliminating the need for students to assume any debt. Other aid packages are available for those who do not meet the \$40,000 threshold. Virginians admitted as transfer students will be eligible for aid

according to the same standards as students admitted as freshmen. Transfer students should follow Office of Financial Aid deadlines for submitting the FAFSA. The Office of Financial Aid considers transfer students in the same category as returning students who are first-time aid recipients at W&M.

### Section III Requirements after Admission to the College of William and Mary

Students granted admission as degree candidates to W&M under the provisions of this agreement will be granted junior standing, defined as having earned a minimum of 54 credit hours of coursework toward the Bachelor of Arts or Bachelor of Science degree. These students are considered to have completed lower-division general education and proficiency requirements at W&M with the exception of the requirements listed below:

- foreign language requirement, met in one of the following three ways:
  - completed Level IV in high school of an ancient or modern foreign language;
  - achieved a score of at least 600 on the College Board SAT II achievement test in a modern foreign language or a score of at least 650 in the test in Latin; or
  - completed a college language course at or above the 202 level or its equivalent.
- one course in General Education Requirement 4B (History and Culture outside the European Tradition),
- one course in General Education Requirement 6 (Creative and Performing Arts),
- one course in General Education Requirement 7 (Philosophical, Religious, and Social Thought).

The above requirements may be fulfilled either through the completion of coursework at W&M or by taking equivalent courses at a VCCS institution before admission. Equivalent courses can be found in the section "Appendix 1: Virginia Community College System (VCCS) Courses and their William and Mary Equivalents" of the *Transfer Guide* on the Office of Admission website. Students must abide by all other provisions and regulations set forth in the *Undergraduate Course Catalog* at the time they complete their *Letter of Intent*. Unless admitted as degree candidates with Flexible Degree Track status, students are expected to enroll as full-time students, meaning they must carry a minimum of 12 credit hours of courses each semester. Full-time students who wish to change their status to Flexible Degree Track must petition for approval from the Committee on Academic Status.

### Section IV Major Requirements

Students admitted under the terms of this agreement must declare a major with the Office of the University Registrar by the end of their first semester of full-time study. The School of Business Administration and the School of Education have their own application process, so students should contact those schools directly for more information. Students are bound by the major requirements in place at the time they declare their major. VCCS courses may be used to fulfill major requirements, if they have a W&M equivalent, as designated in Appendix 1 of the

*Transfer Guide* on the Office of Admission website. Courses awarded academic credit but designated as “elective” may not be used to satisfy major requirements.

### **Section V** **Responsibilities of the Virginia Community College System**

The VCCS will:

- Disseminate accurate information to VCCS transfer program students regarding the general conditions of this agreement. Those provisions include the conditions for guaranteed acceptance to W&M and notification that acceptance to the university does not guarantee acceptance to any particular major field of study.
- Provide academic advising services to assist VCCS students in choosing courses that will best prepare them for their intended major at W&M. VCCS will prepare faculty advisors and counselors to provide appropriate and accurate advising services related to students’ plans to apply to W&M.
- Notify the appropriate individual at W&M when situations arise that warrant VCCS faculty and W&M faculty interaction to address advising or curricular issues.
- Collaborate with W&M to promote the articulation agreement among prospective and current VCCS students.
- Provide W&M with a summary of research findings and actions taken based on data supplied by W&M on transfer student performance.
- Review this agreement with W&M officials every year and make adjustments or amendments as deemed appropriate to maintain the integrity of each institution as well as for the improvement of the transfer process and student articulation. Such changes will not adversely affect students already enrolled and covered under the provisions of the existing agreement.
- VCCS will provide as an addendum to this agreement the names of those who will be responsible for all aspects of the articulation program at VCCS. Representing VCCS will be the VCCS Vice Chancellor for Academic Services and Research and the VCCS Assistant Vice Chancellor for Educational Programs and Instructional Technology.

### **Section VI** **Responsibilities of the College of William and Mary**

W&M will:

- Provide VCCS with course equivalent information regarding VCCS courses and W&M equivalent courses. An annual review will be conducted to insure that this information is shared with the Virginia Community College System on a timely basis.
- Disseminate accurate information to prospective transfer students regarding the general conditions of this articulation agreement. Those provisions include the conditions for guaranteed acceptance to W&M and notification that acceptance to the university does not guarantee acceptance to any particular major field of study.
- Provide academic advising services to students during the term prior to transfer to assist them in making a smooth transition from the VCCS to W&M.
- Notify the appropriate VCCS individual when situations arise that warrant VCCS faculty and W&M faculty interaction to address advising or curricular issues.
- Collaborate with VCCS to promote the articulation agreement among prospective and current VCCS students.

- Annually provide tracking data on transfer student performance at W&M, including credits presented and accepted in transfer, W&M courses attempted and completed, cumulative GPA, major, graduation date from W&M, and comparisons with native students.
- Review this agreement with VCCS officials every year and make adjustments or amendments as deemed appropriate to maintain the integrity of each institution, as well as for the improvement of the transfer process and student articulation. Such changes will not adversely affect students already enrolled and covered under the provisions of the existing agreement.
- W&M will provide as an addendum to this agreement the names of those who will be responsible for all aspects of the articulation program at W&M. Representing W&M will be the Dean of Undergraduate Studies in the Faculty of Arts and Sciences.


### Section VII Responsibilities of the Student


VCCS students who intend to transfer to W&M must:


- know and understand the requirements for a transfer-oriented associate degree, as well as degree requirements and the specific requirements for their intended major at W&M.
- review this agreement and the intended program of study at W&M and submit a *Letter of Intent*. The *Letter of Intent* should be signed after the student has completed at least 15 credit hours at the community college and at least one year before the student transfers to W&M.
- contact the transfer counselor at the appropriate community college for approval before initiating changes in his or her program of study.
- notify the transfer counselor at the appropriate community college if participation in the GAA is to be terminated.

### Section VIII Effective Date

This agreement will be reviewed annually but will remain in effect until terminated by either party upon written notice to the other party. Such notice should be given at least sixty days in advance of the anniversary date of signing. Students who entered under the agreement may take advantage of its terms for two years after termination becomes effective.

  
Gene R. Nichol, President  
College of William and Mary

  
Glenn DuBois, Chancellor  
Virginia Community College System

  
Date

  
Date