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***Articulation Agreement Between Randolph-Macon College
and
J. Sargeant Reynolds Community College***

Randolph-Macon College wishes to provide promising graduates of J. Sargeant Reynolds Community College with a seamless transition from their two-year associate degree programs (AA,AS) into the four-year baccalaureate program at Randolph-Macon College. This agreement is designed to facilitate such a transition and to illustrate the importance which Randolph-Macon College places on fostering a closer working relationship with J. Sargeant Reynolds Community College.

Section I

Randolph-Macon College agrees to do the following:

- A. Waive the \$30 application fee for any J. Sargeant Reynolds student in a college transfer program who applies to Randolph-Macon.
- B. Offer guaranteed acceptance to any graduate of J. Sargeant Reynolds' college transfer programs (AA, AS) who:
 - has earned a high school diploma or G.E.D.
 - has a cumulative grade point average of 2.5 or higher at J. Sargeant Reynolds.This guarantee assumes that there are no other factors in a student's academic or personal record that might prevent acceptance. For guaranteed acceptance, applications must be received by May 1 (for fall term) and January 1 (for spring term).
- C. Accept at full value all academic credits earned at J. Sargeant Reynolds if they are considered equivalent to courses offered at Randolph-Macon as outlined in the transfer equivalency publication and if they bear grades of C- or above. Credits earned with grades of C- or above at accredited institutions other than J. Sargeant Reynolds that satisfy J. Sargeant Reynolds' degree requirements will be treated on an equal basis as credits earned at J. Sargeant Reynolds. Note: the grade point average earned at J. Sargeant Reynolds does not transfer, only the academic credits. However, when calculating eligibility for Latin Honors at graduation, all work accepted in transfer will be counted.
- D. Guarantee that accepted students from J. Sargeant Reynolds who have 48 or more semester hours of transferable credits will be granted junior standing at Randolph-Macon. Note: Transfer students from J. Sargeant Reynolds must still meet all of Randolph-Macon's general education and major course requirements in order to graduate. This may require students to complete more than the minimum hours required for graduation. In most cases, graduates of J. Sargeant Reynolds' college transfer programs who enroll at Randolph-Macon will have satisfied Randolph-Macon's general education requirements and will be able to graduate in four additional semesters. Current graduation requirements at Randolph-Macon are 110 semester hours and 34 courses of three or four semester hours each, plus two physical education courses. It is recommended that J. Sargeant Reynolds students attempt to meet as many of Randolph-Macon's general education requirements as possible while at J. Sargeant Reynolds.

- E. Develop and distribute a Randolph-Macon/J. Sargeant Reynolds transfer equivalency publication which details Randolph-Macon's general education requirements and outlines the course equivalencies between the community college transfer module and comparable Randolph-Macon courses.
- F. Offer an on-campus open house each year specifically for prospective transfer students from J. Sargeant Reynolds.
- G. Offer personal counseling for any J. Sargeant Reynolds student considering transferring to Randolph-Macon who wishes such counseling.
- H. Designate a member of its admissions staff to maintain liaison with J. Sargeant Reynolds and to facilitate the transfer of students who have completed their degree program at J. Sargeant Reynolds. J. Sargeant Reynolds will do the same.
- I. Designate a faculty or staff member to serve as academic advisor for enrolling transfer students from J. Sargeant Reynolds.
- J. Offer accepted applicants from J. Sargeant Reynolds priority consideration for available financial aid if they apply for aid by the recommended deadline of March 1.
- K. Guarantee that students who begin as first year students at J. Sargeant Reynolds and graduate from Randolph-Macon within six consecutive calendar years will come under the degree requirements in the catalog effective upon their initial enrollment at J. Sargeant Reynolds. Students who do not meet the above criteria must meet the Randolph-Macon graduation requirements under the catalog of their first year of enrollment at Randolph-Macon.

Section II

J. Sargeant Reynolds Community College agrees to do the following:

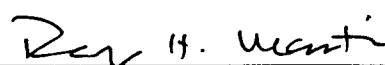
- A. Make the Randolph-Macon/J. Sargeant Reynolds transfer equivalency publication available to any student considering transferring to Randolph-Macon. They will also advise transfer candidates to follow the course recommendations outlined in the course equivalency publication and the Randolph-Macon college catalog.
- B. Publicize to prospective transfer students the guarantees made by Randolph-Macon in Section I of this articulation document.


- C. Supply Randolph-Macon on an annual basis with a mailing list of all students enrolled in college transfer programs. Randolph-Macon will then initiate direct mail contact with these students.
- D. Work with representatives from Randolph-Macon to draft the most effective Randolph-Macon/J. Sargeant Reynolds transfer equivalency publication possible.
- E. Meet with representatives from Randolph-Macon on an annual basis to refine the terms of this articulation agreement and to explore other ways of promoting a close working relationship between the two institutions.

Section III

- A. Both Randolph-Macon and J. Sargeant Reynolds are responsible for notifying the contact person at the partner institution, in writing, of any change in academic policy that would affect this transfer agreement. These individuals are also responsible for communicating course changes for the purpose of updating the transfer equivalency publication.
- B. Any changes, additions, or deletions to this agreement shall be made only after consultation with and agreement among officials at both institutions. Said changes, additions, or deletions shall be in writing and bear the signatures of approval of the presidents of both institutions.
- C. This statement of agreement will remain in effect until terminated by either party upon written notice to the other party of an intention to terminate. Such notice shall be effective only if given 180 days prior to the intended date of termination. Upon termination, the agreement will remain in effect for two additional years to accommodate students currently pursuing the articulation program at J. Sargeant Reynolds.
- D. The parties agree that nothing herein confers any rights or benefits on third parties. In the event of breach or default, the sole remedy will be termination of the Agreement at the discretion of the non-offending party.

The above provisions are mutually agreed to and shall go into effect when signed by the appropriate institutional representatives. They shall remain in force until superceded by official action by either institution.

Approved: 
 Roger H. Martin, President
 Randolph-Macon College

Approved: 
 S.A. Burnette, President
 J. Sargeant Reynolds Community College

Date: 4/27/98

Date: April 29, 1998

Approved as to form and substance by Alton A. Martin, Assistant Attorney General, March 12, 1998.

Non-Discrimination Statement - Randolph-Macon College

Randolph-Macon College values the complexity and diversity of the world in which we live and seeks to be a community that recognizes the dignity and inherent worth of every person. The College does not discriminate on the basis of race, gender, disability, age, national origin, religion, or sexual orientation in its admissions, financial aid, athletic, employment, or educational programs. The Provost coordinates the College's non-discriminatory efforts.

Non-Discrimination Statement - J. Sargeant Reynolds Community College

It is the policy of the VCCS and JSRCC to prohibit educational and employment discrimination on the basis of race, sex, color, national origin, religion, age, or political affiliation, or against otherwise qualified persons with disabilities. Inquiries concerning the affirmative action policy should be addressed to J. Sargeant Reynolds Community College's Affirmative Action Officer.