



**DUAL ADMISSIONS  
TRANSFER AGREEMENT  
BETWEEN  
COMMUNITY COLLEGE OF PHILADELPHIA  
AND  
ALVERNIA UNIVERSITY**

**Preface**

Community College of Philadelphia (CCP) and Alvernia University (Alvernia) enter into this Dual Admissions Transfer Agreement (Agreement) to facilitate the transfer of CCP students to Alvernia's Accelerated Baccalaureate Degree Programs offered Online or at the Philadelphia Campus and On-Site Regional Campuses. This Agreement applies to students who enter Alvernia as full-time or part-time undergraduate students.

**Dual Admissions**

Under this Dual Admissions Transfer Agreement, CCP students will be guaranteed admission with third year (junior) status at Alvernia on the condition that they:

1. Earn a high school diploma or its equivalent prior to attending Alvernia;
2. Submit an electronic Dual Admissions Intent form before completion of no more than 45 graded college level credits from all colleges/universities attended;
3. Graduate from CCP with an appropriate Associate in Arts (A.A.), Associate in Science (A.S.) or Associate in Applied Science (A.A.S.) Degree with a minimum cumulative CCP GPA of 2.0. (Please see Appendix A for a list of approved degree/majors included in this Agreement);
4. Complete Alvernia's admissions application ideally once 45 credits have been earned at CCP, or at least three months prior to the start of the semester in which they plan to begin their studies at Alvernia and satisfy all other regular Alvernia admissions requirements;
5. Not attend another institution of higher education between the time they graduate from CCP and enroll at Alvernia;
6. Enroll at Alvernia within one year of CCP graduation.

Students who have previously matriculated to Alvernia are not eligible for Dual Admissions to Alvernia but are encouraged to apply as a transfer or readmissions student to Alvernia.

There is no obligation on the part of the Dual Admissions CCP student if they decide not to transfer to Alvernia.

Once students submit their Dual Admissions Intent Form, they are strongly encouraged to meet with an Alvernia Transfer Admissions Representative and/or a CCP Academic Advisor, Counselor or Program Advisor to develop a course taking strategy to maximize course transferability.

CCP graduates entering Alvernia under the terms of this Agreement go through the normal Alvernia transfer admissions process and therefore must meet all applicable Alvernia 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 Alvernia students.

### **Transfer and Academic Guidelines**

1. Transfer credit will be awarded for courses with a grade of “C” or above for any and all courses transferred to Alvernia. Alvernia will need official transcripts for evaluation of credit from other attended institutions, including military transcripts. Credit will also be awarded for AP, CLEP, etc. with appropriate documentation. Developmental courses are not eligible for transfer.
2. Graduates of approved CCP A.A., A.S. and A.A.S. degrees and who transfer to Alvernia will be waived from placement tests under this agreement.
3. The maximum number of semester hours that can transfer to Alvernia University is 75. Students enrolled in an undergraduate program of study at Alvernia are required to complete a minimum of 123 credits with a residency credit minimum of 45 of the last 60 credits; at least half of the requirements in the major or area of specialization must be taken with Alvernia.
4. A full-time student admitted with third year (junior) status to Alvernia will be able to complete a bachelor's degree at Alvernia in two years (fall/spring/summer semesters) provided the student completes the appropriate associate degree at CCP and completes and appropriately sequences their remaining course work at Alvernia.
5. Under this Agreement, Alvernia guarantees that all non-developmental CCP credits from CCP programs of study listed in this Agreement will fulfill general education, elective or major requirements in the corresponding Alvernia major that the CCP transfer student wishes to pursue.
6. Students who have pursued a CCP associate degree study other than those designated in this Agreement and who wish to transfer to Alvernia may still be considered for admissions on an individual basis and their credits will be evaluated on a course-by-course basis.

### **Financial and Scholarship Incentives**

To assist CCP graduates to transfer to Alvernia, Alvernia agrees to the following:

1. **Application Fee:** Alvernia will waive the application fee for students who apply at Alvernia pursuant to this Agreement.
2. **Academic Scholarships:** Alvernia will award academic scholarships annually to all CCP graduates admitted to Alvernia's Philadelphia or On-site Regional Campuses pursuant to this Agreement. All scholarships may be renewed each year contingent upon the students submitting their FAFSA and remaining in good academic standing at Alvernia.

## **Accelerated Baccalaureate Degree Programs**

***Philadelphia and On-site Regional Campuses:*** All adult/non-traditional learners receive discounted tuition however qualified students will also receive the following:

- **Dual Admissions Scholarship:** \$1000/year  
Awarded to dual admissions students who enroll at the Philadelphia Campus or On-site Regional Campus, at half-time or full-time enrollment, as a one-time award for their first year (or first two consecutive semesters).
- **Phi Theta Kappa Scholarship:** \$1000/year  
Awarded to students holding current membership in PTK for continuous full-time enrollment for up to 4 semesters and requires maintaining a 2.0 GPA.
- **PA Community College Transfer Award:** up to \$2000 total for 4 semesters (\$500 each semester)  
Awarded to transfer students with a final minimum cumulative CCP GPA of at least 2.0 and who enroll in at least half-time continuous enrollment.

\*If a student is enrolled full-time at Alvernia, they would qualify for both the PA Community College Transfer Award and the PTK Scholarship. A student will also qualify for the Dual Admissions Scholarship if the student submits an Alvernia Dual Admission intent form before completing no more than 45 graded college-level credits from all colleges/universities attended.

***Fully Online Degree Programs:*** Students in fully Online degree programs do not qualify for any of these scholarships because the fully Online programs are already discounted even more than for students for Philadelphia or On-site Regional Campuses.

3. **Financial Aid:** All students will be provided with Alvernia financial aid information and receive full consideration for Alvernia financial aid upon matriculation at Alvernia.
  - Financial Aid will be awarded to transfer students on the same basis as all Alvernia students. They will have equal access to all state and federal financial aid programs.
  - Students are strongly encouraged to complete the Free Application for Federal Student Aid (FASFA) before May 1<sup>st</sup> each year to determine if they are eligible for a state grant.

## **The Agreement**

To facilitate the transfer of CCP graduates to Alvernia in accordance with the foregoing guarantee, the parties agree to the following:

### **Obligations of Alvernia University:**

1. Participate in student outreach (e.g.: transfer fairs, CCP campus visits, virtual open houses, etc.) at least twice each fall and spring semesters.
2. Invite CCP students to informational meetings with Alvernia faculty and staff on a regular basis at both CCP and Alvernia in order to facilitate smooth curricular and co-curricular integration to Alvernia.
3. Send an Alvernia University Letter of Acceptance to all CCP students who complete an application and who meet the conditions set forth in this Agreement. CCP students who

complete the Alvernia University Application will be required to follow and satisfy all Alvernia degree requirements, as stated in Alvernia's Undergraduate Catalog, that are in effect at the time of the application signing and submission to Alvernia University.

4. Send students from the Philadelphia area who apply but are not admitted to Alvernia a letter encouraging them to attend and earn an appropriate associate degree from CCP so as to take advantage of the benefits of this Agreement. CCP will receive a list from Alvernia of students denied and sent this letter so that they can follow up with the students.
5. Encourage CCP transfer students to complete the appropriate associate degree before matriculation to Alvernia in order to take advantage of this Agreement. If the CCP student chooses to transfer and matriculate to Alvernia before completion of the associate degree, Alvernia will encourage reverse transfer. Alvernia will develop a reverse transfer credit process, which must be mutually agreed upon by both Alvernia and CCP that includes methodology to notify and assist students with this reverse transfer benefits.
6. Ensure that CCP students who matriculate to Alvernia under the terms of this Agreement are afforded all of the rights and privileges that are extended to all Alvernia students.

### **Obligations of Community College of Philadelphia**

1. Publicize this Agreement to prospective students in its promotional literature, social media and website.
2. Make arrangements for Alvernia recruiters to visit CCP and/or to participate in student outreach (e.g.: transfer fairs, CCP campus visits, virtual open houses, etc.)
3. Inform qualified students matriculating at CCP of the opportunity for Dual Admissions transfer to Alvernia under the terms of this Agreement.
4. Invite enrolled CCP students to participate in this Agreement through the submission of an electronic Dual Admissions Intent Form before completion of the credit limits.
5. Send Alvernia a username and password for them to access the report of students who have completed the electronic Dual Admissions Intent Form for Alvernia University.
6. Provide information on the Alvernia dual admissions, academic and admissions requirements Online. Program-to-program curriculum Transfer Guides for specific programs of study will be available Online for student use.

### **Joint Obligations**

1. Consult with 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 other changes of policy or curricula that affect those students. Both Alvernia and CCP will review this Agreement annually and make any changes upon mutual agreement, as needed. Such changes will become effective when both CCP and Alvernia sign the revised document.
2. Collaborate in providing students with information and academic advising about this Agreement, Alvernia's academic requirements, and the process of transferring to Alvernia and financial aid eligibility remaining to complete degree.
3. Develop and implement advertising and promotional efforts to communicate the benefits of this Agreement.

4. Provide direct links between Alvernia and CCP websites.
5. Designate a representative or representatives who will coordinate this Agreement between the two institutions.
6. Facilitate and support consultation and collaboration between faculties from both institutions to review this Agreement as pertaining to general education/core requirements, degree requirements, and other academic matters that pertain to the maintenance of student satisfactory academic progress.
7. Conduct periodic reviews of course-to-course equivalencies and the applicability of those equivalencies to specific academic programs at CCP and Alvernia.
8. Develop program-to-program curriculum Transfer Guides that specify for CCP transfer students the CCP courses that satisfy major requirements needed for degree completion at Alvernia. To facilitate this, CCP and Alvernia agree to finalize program-to-program transfer guides no later than 3 months from the signing of this Agreement.
9. Exchange aggregate data annually that will contribute to the maintenance and improvement of this Agreement, enhance the transfer process, and promote effective cooperation between institutions. To the extent permitted by law, the parties may also exchange individualized data about individual transfer students, including, for example, admissions information and grades, and reports on the results of program reviews, assessments of student learning, and/or decisions of curricular and other committees.
10. The parties will abide by their respective policies of nondiscrimination in regard to sex, age, race, color, creed, national origin, disability, sexual orientation, gender identity, veteran status or any other status protected by Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, the American with Disabilities Act, or any other applicable federal, state, or local law. The parties agree to reasonably cooperate with each other in any investigation of claims of discrimination or harassment, to the extent permitted by law.

### **Revision, Renewal and Termination of this Agreement**

The Senior Vice President and Provost at Alvernia University and the Vice President for Academic & Student Success at Community College of Philadelphia or their designees, are responsible for identifying, and communicating to each other, changes in the policies or requirements of their respective institutions that affect this Agreement.

Modifications to the terms and conditions of this Agreement may only be made by written agreement of the parties. Until such modification by mutual written agreement, the then-current terms of the Agreement shall remain in effect.

This Agreement will be in effect as of the date of its signing, for students entering Alvernia on or after Fall 2021, and will continue in effect for five (5) years unless otherwise modified or terminated in accordance with this Agreement. Either institution may terminate this Agreement at any time by written notice at least one year in advance of the effective date of termination. Should this Agreement be terminated, it is understood that students already accepted to Alvernia through the effective date of termination will continue to receive the benefits articulated in this Agreement.


Provided that all parties execute a copy of this Agreement, this Agreement may be executed in counterparts, each of which shall constitute an original, and all of which together shall constitute one and the same document. This Agreement may be executed by the parties and transmitted by


facsimile or electronic transmission, and, if so executed and transmitted, shall be effective as if the parties had delivered an executed original of this Agreement.

The willingness of both institutions to enter this Agreement in order to facilitate the transfer of students from CCP into Alvernia, and to expand their opportunities for academic success there, is indicated by the following signatures.


The undersigned representatives of the parties, Community College of Philadelphia and Alvernia University, have executed this Agreement on the date indicated below:

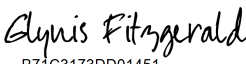
**FOR COMMUNITY COLLEGE OF PHILADELPHIA:**

DocuSigned by:  
  
-9704580513E3456... 9/27/2021 | 11:46 AM EDT  
Date: \_\_\_\_\_  
Donald Generals, Ed.D.  
President

DocuSigned by:  
  
-5499A131071C467... 9/25/2021 | 8:18 AM EDT  
Date: \_\_\_\_\_  
Samuel Hirsch, Ed.D.  
Vice President for Academic & Student Success

**FOR ALVERNIA UNIVERSITY:**

DocuSigned by:  
  
-803A2B54274F4B8... 9/25/2021 | 7:28 AM EDT  
Date: \_\_\_\_\_  
John R. Loyack  
President

DocuSigned by:  
  
-B71C3173DD01451... 9/24/2021 | 12:17 PM EDT  
Date: \_\_\_\_\_  
Glynis Fitzgerald, Ph.D.  
Senior Vice President and Provost

**Appendix A**

The following Community College of Philadelphia associate degrees are included in this Agreement and correspond to Alvernia University bachelor's degrees as noted:

<b>Community College of Philadelphia</b>	<b>Alvernia University Online and Philadelphia Campus</b>
Accounting (A.A.S.)	Business Management (B.S.) - Online
Accounting (A.A.S.)	Finance (B.S.) - Philadelphia Campus
Accounting (A.A.S.)	Healthcare Administration (B.S.) - Online
Accounting (A.A.S.)	Healthcare Administration (B.S.) - Philadelphia Campus
Accounting (A.A.S.)	Management (B.S.) - Philadelphia Campus
Behavioral Health/Human Services (A.A.S.)	Addictions and Mental Health Treatment (B.A.) - Philadelphia Campus
Behavioral Health/Human Services (A.A.S.)	Addictions and Mental Health Treatment (B.A.) - Online
Behavioral Health/Human Services (A.A.S.)	Social Work (B.S.W.) - Philadelphia Campus
Business – Accelerated (A.A.)	Business Management (B.S.) – Online
Business – Accelerated (A.A.)	Finance (B.S.) - Philadelphia Campus
Business – Accelerated (A.A.)	Healthcare Administration (B.S.) - Online
Business – Accelerated (A.A.)	Healthcare Administration (B.S.) - Philadelphia Campus
Business – Accelerated (A.A.)	Management (B.S.) - Philadelphia Campus
Business – General (A.A.)	Business Management (B.S.) - Online
Business – General (A.A.)	Finance (B.S.) - Philadelphia Campus
Business – General (A.A.)	Healthcare Administration (B.S.) - Online
Business – General (A.A.)	Healthcare Administration (B.S.) - Philadelphia Campus
Business – General (A.A.)	Management (B.S.) - Philadelphia Campus



Business Leadership (A.A.S.)	Business Management (B.S.) – Online
Business Leadership (A.A.S.)	Management (B.S.) – Philadelphia Campus
Communication Studies (A.A.)	Communication (B.A.) – Online
Criminal Justice (A.A.S.)	Criminal Justice Administration (B.S.) - Philadelphia Campus
Criminal Justice (A.A.S.)	Criminal Justice (B.A.) - Online
English (A.A.)	Communication (B.A.) – Online
Health Care Studies (A.A.)	Healthcare Administration (B.S.) - Philadelphia Campus
Health Care Studies (A.A.)	Healthcare Science (B.H.S.) - Philadelphia Campus
Health Care Studies (A.A.)	Healthcare Administration (B.S.) – Online
Health Care Studies (A.A.)	Healthcare Science (B.H.S.) – Online
Health Services Management (A.A.)	Healthcare Administration - Philadelphia Campus
Health Services Management (A.A.)	Healthcare Administration (B.S.) – Online
Justice (A.A.S.)	Criminal Justice Administration (B.S.) - Philadelphia Campus
Justice (A.A.S.)	Criminal Justice (B.A.) - Online
Liberal Arts (A.A.)	Communication (B.A.) – Online
Liberal Arts (A.A.)	Liberal Studies (B.A) - Philadelphia Campus
Liberal Arts – Honors (A.A.)	Communication (B.A.) – Online
Liberal Arts – Honors (A.A.)	Liberal Studies (B.A) - Philadelphia Campus
Liberal Arts – Social/Behavioral Science (A.A.)	Addictions and Mental Health Treatment (B.A.) - Philadelphia Campus
Liberal Arts – Social/Behavioral Science (A.A.)	Addictions and Mental Health Treatment (B.A.) - Online
Liberal Arts – Social/Behavioral Science (A.A.)	Criminal Justice Administration (B.S.) - Philadelphia Campus
Liberal Arts – Social/Behavioral Science (A.A.)	Criminal Justice (B.A.) - Online

Liberal Arts – Social/Behavioral Science (A.A.)	Liberal Studies (B.A) - Philadelphia Campus
Liberal Arts – Social/Behavioral Science (A.A.)	Psychology (B.S.) – Online
Liberal Arts – Social/Behavioral Science (A.A.)	Social Work (B.S.W.) - Philadelphia Campus
Mass Media (A.A.)	Communication (B.A.) – Online
Nursing (A.A.S.)	RN to BSN Completion - Online
Psychology (A.A.)	Psychology (B.S.) – Online
Public Health (A.A.)	Healthcare Administration (B.S.)- Philadelphia Campus
Public Health (A.A.)	Healthcare Administration (B.S.) – Online