



**DUAL ADMISSIONS and CORE-TO-CORE
TRANSFER AGREEMENT
BETWEEN
COMMUNITY COLLEGE OF PHILADELPHIA
AND
HOLY FAMILY UNIVERSITY**

Preface

Community College of Philadelphia (CCP) and Holy Family University (HFU) enter into this Dual Admissions and Core-to-Core Transfer Agreement (Agreement) to facilitate the transfer of CCP students to HFU.

This document is intended to supersede the Dual Admissions Agreement, which became effective in May 2016. This updated Agreement will become effective on the date it is fully executed and will apply to Community College of Philadelphia students transferring to Holy Family University on or after the date it is fully executed.

This Agreement applies to students who enter HFU as full-time undergraduate students.

Dual Admissions

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

1. Submit an electronic Dual Admissions Intent form before completion of no more than 45 college level credits from all colleges/universities attended;
2. Graduate from CCP with an approved Associate in Arts (A.A.), Associate in Science (A.S.) or Associate in Applied Science (A.A.S.) Degree with a minimum cumulative GPA of 2.0. (Please see Appendix A for a list of degree/majors included in this Agreement);
3. Complete HFU's admissions application the semester before earning their CCP degree and satisfy all other regular HFU admissions processes;
4. Do not attend another institution of higher education between the time they graduate from CCP and enroll at HFU;
5. Enroll at HFU within one year of CCP graduation.

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

There is no obligation on the part of the Dual Admissions CCP student if the student decides not to transfer to HFU.

Once a student has submitted the Dual Admissions Intent Form, they are strongly encouraged to meet with an HFU 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 HFU under the terms of this Agreement for both Dual Admissions go through the normal HFU transfer admissions process and therefore must meet all applicable HFU 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 HFU 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 HFU. Students are responsible for sending HFU official transcripts for evaluation of credit from CCP and all other attended institutions, including military transcripts.
2. Credit for AP, CLEP, etc. will be awarded with appropriate documentation. Developmental courses are not eligible for transfer.
3. The maximum number of semester hours that can transfer to HFU is 90. Students enrolled in an undergraduate program of study at HFU are required to complete a minimum of 30 credits at HFU including at least half of the requirements in the major or area of specialization.
4. A full-time student admitted with third year (junior) status to HFU will be able to complete a bachelor's degree at HFU within four regular (fall/spring) semesters provided the student earns the appropriate associate degree at CCP and completes and appropriately sequences their remaining course work at HFU.
5. Under this Agreement, HFU guarantees that all CCP credits from CCP programs of study listed in this Agreement will fulfill general education, elective or major requirements in the corresponding HFU major that the CCP transfer student wishes to pursue.
6. Students are strongly encouraged to follow the degree requirements listed in the Transfer Guides for their particular program of study included in this Agreement. Students who do not follow these transfer guides may not maximize the transfer of credits.
7. Students who have pursued a CCP associate degree study other than those designated in this Agreement and who wish to transfer to HFU may still be considered for admissions on an individual basis and their credits will be evaluated on a course-by-course basis.

Core-to-Core

HFU agrees to accept the General Education embedded in CCP’s Associate in Arts (A.A.), Associate in Science (A.S.) and approved Associate in Applied Science (A.A.S.) degrees as fulfillment of the General Education curriculum for programs at HFU, with exception of a core culmination class that is required to be taken at Holy Family by all students.

This Core-to-Core Agreement applies to all graduates of approved CCP A.A., A.S. and approved A.A.S. degrees and is not limited to students who participate in Dual Admissions. Core-to-Core transfer does not alter the requirements of the student's major field of study as identified in the HFU catalog.

Financial and Scholarship Incentives

To encourage CCP graduates to transfer to HFU, HFU agrees to the following:

1. **Application Fee:** HFU will waive the application fee for students who apply at HFU pursuant to this Agreement.
2. **Academic Scholarships:** HFU will award academic scholarships annually to all CCP graduates admitted to HFU pursuant to this Agreement. All scholarships are stackable, are only awarded for the fall and spring semesters and may be renewed each year contingent upon the students submitting their FAFSA and remaining in good academic standing at HFU.

Dual Admissions Scholarship

As per this Agreement, all Dual Admissions students will be awarded a \$1,000 academic scholarship annually to attend HFU. This will be in addition to any merit or PTK scholarship for which the student qualifies.

Merit Scholarships

Academic Merit scholarships will be awarded to CCP students with a minimum cumulative CCP GPA of 2.0.

Full-time at Holy Family University – enrolled in 12 or more credits a semester

- 3.5 to 4.0 = \$15,000 per year
- 3.2 to 3.49 = \$14,000 per year
- 2.8 to 3.19 = \$12,000 per year
- 2.0 to 2.79 = \$10,00 per year

Phi Theta Kappa Scholarship - \$2000

All Phi Theta Kappa members attending HFU on a full-time day basis are eligible for an additional \$2,000 award with proof of membership. Students must submit proof at the time of acceptance in order to be awarded the scholarship.

3. **Financial Aid:** All students will be provided with HFU financial aid information and receive full consideration for HFU financial aid upon matriculation at HFU.
 - Financial Aid will be awarded to Dual Admissions students on the same basis as all other HFU 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) by April 1st each year to determine if they are eligible for a state grant.

The Agreement

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

Obligations of Holy Family University:

1. Participate in student outreach (e.g.: transfer fairs, campus visits, virtual open houses, etc.) at least twice each fall and spring semesters.
2. Invite CCP students to an informational meeting with HFU faculty and staff on a regular basis at both CCP and HFU in order to facilitate smooth curricular and co-curricular integration to HFU.
3. Send an HFU conditional letter of admission to all CCP students who complete a Dual Admissions Intent form in accordance with the expectations stated in the Dual Admissions section and who meet the conditions set forth in this Agreement.

A formal offer of admission will be sent upon receipt of the Undergraduate Admissions application (submitted the final year of the CCP degree program). Students must confirm their intention to matriculate at HFU by submitting a deposit to the admissions office and satisfy all other regular HFU admissions requirements. CCP students who complete a Dual Admissions Intent form will be governed by the HFU degree requirements in effect at the time of signing the Dual Admissions Intent form.

Students from the Philadelphia area who apply but are not admitted to HFU will be sent 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 create a unique way to track these students either through form or landing page. HFU will send CCP a list of names and directory information for those sent this specialized notification.

4. Support Core-to-Core allowing approved CCP A.A., A.S. and A.A.S. degrees to fulfill all HFU General Education requirements. Eligible CCP graduates enrolling at HFU will be identified upon admission to HFU, and the fact that they have satisfied HFU's General Education requirements by Core-to-Core transfer will be noted on all pertinent HFU student records. Core-to-Core transfer does not alter the requirements of the student's major field of study as identified in the HFU catalog.
5. Work with CCP on program-to-program curriculum Transfer Guides that specify for CCP transfer students the CCP courses that satisfy major requirements needed for both associate and bachelor's degree completion. To facilitate this, CCP and HFU agree to finalize program-to-program transfer guides for at least the Top 10 academic programs by no later than 3 months from the signing of this Agreement.
6. Provide equal on-campus housing opportunities for CCP students covered by this Agreement; students who transfer under this Agreement are eligible for housing on the same basis as all other HFU students with junior status.

Obligations of Community College of Philadelphia

1. Publicize this Agreement to prospective students in its promotional literature, social media and website.
2. Arrange for HFU 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 Core-to-Core and Dual Admissions transfer to HFU 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 HFU a username and password to access the report of students who have completed the electronic Dual Admissions Intent Form for HFU.
6. Provide information on the HFU dual admissions, core-to-core, academic and admissions requirements online. Program-to-program 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 are relevant to this Agreement and that directly affect students transferring under the terms of this Agreement, and keep each other informed of any other changes of relevant policy or curricula that affect those students. Both HFU 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 HFU sign the revised document.
2. Collaborate in providing students with information and academic advising about this Agreement, HFU's academic requirements, and the process of transferring to HFU.
3. Develop and implement advertising and promotional efforts to communicate the benefits of Dual Admissions and Core-to-Core transfer.
4. Designate a representative or representatives who will coordinate this Agreement between the two institutions.
5. Facilitate and support consultation and collaboration between their faculties related to this Agreement, General Education, degree requirements, and other academic matters.
6. Provide direct links between HFU and CCP websites.
7. Conduct periodic reviews of course-to-course equivalencies and the applicability of those equivalencies to specific academic programs at CCP and HFU.
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 HFU. To facilitate this, CCP and HFU agree to work on and finalize program-to-program Transfer Guides for at least the Top 10 academic programs 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. Continue their respective policies of non-discrimination 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

Holy Family University's Vice President for Academic Affairs and the Vice President for Academic and 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 HFU on or after Fall 2023, 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 HFU 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 HFU, 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 Holy Family University, have executed this Agreement on the date indicated below:

FOR COMMUNITY COLLEGE OF PHILADELPHIA:

DocuSigned by:
Jacob Eapen
5B94807E120E472... Date: 8/7/2023 | 4:29 PM EDT

Donald Generals, Ed.D.
President

DocuSigned by:
Alycia Marshall
3A9DE7C1EEEE04BF... Date: 8/7/2023 | 4:16 PM EDT

Alycia A. Marshall, Ph.D.
Provost and Vice President for Academic and Student Success

FOR HOLY FAMILY UNIVERSITY:

DocuSigned by:
Anne M. Prisco
908EAD8FE89C4C4... Date: 8/7/2023 | 3:11 PM EDT

Anne M. Prisco, Ph.D.
President

DocuSigned by:
Edward P. Wright
908EAD8FE89C4C4... Date: 8/7/2023 | 11:33 AM EDT

Edward P. Wright, M.S.
Vice President for Enrollment Management

Appendix A

The following CCP Associate in Arts (A.A.), Associate in Science (A.S.) and Associate in Applied Science (A.A.S.) degrees are included in this Agreement and correspond to HFU bachelor's degrees as noted.

Community College of Philadelphia	Holy Family University
Accounting (AAS)	Accounting
Art and Design (AA)	Art
Behavioral Health/Human Services (AAS)	Psychology
Biological Sciences (AA)	Biology
Biology (AS)	Biology
Biomedical Equipment Technology (AAS)	Medical Laboratory Science (MLS)
Business — Accelerated (AA)	Management-Marketing
Business — General (AA)	Management-Marketing
Business Leadership (AAS)	Management-Marketing
Computer Information Systems — Information Technology (AAS)	Computer Management Information Systems
Computer Science (AS)	Applied Computer Science
Criminal Justice (AAS)	Criminal Justice
Cybersecurity (AAS)	Cybersecurity Administration
Diagnostic Medical Imaging (AAS)	BS in Radiologic Science
Education — Early Childhood (Birth to 4th Grade) (AA)	PreK-4 Education
Education — Early Childhood (Birth to 4th Grade) (AA)	PreK-4/Special Education PK-12
Education — Early Childhood (Birth to 4th Grade) (AA)	Special Education PK-12
Education — Middle and Secondary Level (AA)	HFU Secondary options?
English (AA)	English
Facilities Management (AAS)	Management-Marketing
Fire Science (AAS)	Fire Science and Public Safety
Health Care Studies (AA)	Nursing? (popular for our CCP Nursing transfers)
Health Services Management (AA)	Healthcare Administration
Individualized Studies (AAS)	Interdisciplinary Humanities
Liberal Arts — Honors (AA)	Interdisciplinary Humanities
Liberal Arts — Social/Behavioral Science (AA)	Psychology
Liberal Arts (AA)	Interdisciplinary Humanities
Mathematics (AS)	Mathematics
Medical Laboratory Technician (AAS)	Medical Laboratory Science (MLS)
Network Administration (AAS)	Computer Management Information Systems
Nursing (AAS)	RN to BSN
Psychology (AA)	Psychology
Tourism and Hospitality Management (AA)	Management-Marketing
Web and Mobile Application Development (AAS)	Applied Computer Science