

MEMORANDUM OF UNDERSTANDING

Between

HOWARD COMMUNITY COLLEGE

Associate of Arts, Physical Science, Geology

And

TOWSON UNIVERSITY

Bachelor of Science, Geology

Howard Community College, Columbia, Maryland, and Towson University, agree to follow the articulation of courses outlined in the articulation (course equivalency) document, for completion of requirements for the Bachelor of Science degree in Geology (Attachment A), which is attached to, and incorporated by reference into, this Memorandum of Understanding (MOU). The following principles guide the operation of this MOU, with the requirements for transfer in specific curricula set forth in Attachment A.

1. Towson University will accept a maximum number of 64 credits from Howard Community College as outlined in the Attachment A. The number of transferable credits specific to this program is reflected in Attachment A.
2. Students who have completed the Associate of Arts Degree in the Physical Science – Geology track program at Howard Community College may transfer into Towson University's Geology program with junior standing provided that the student has completed all courses identified on Attachment A (which is attached to, and incorporated by reference into, this MOU) with a cumulative GPA of 2.00 or higher. Courses completed at Howard Community College with 300 or 400 level Towson University course equivalencies will transfer as lower-level credit but will satisfy course content as indicated.
3. Only courses in which a grade of C (2.00) or better is earned will apply toward the major at Towson University.
4. In accordance with the MHEC transfer policy pertaining to general education requirements, Towson University will accept the completion of Howard Community College's general education requirements (GenEds) and students will be required to complete courses at Towson University to satisfy the remaining *University Core* requirements as shown in Attachment A.
5. Towson University recognizes college-level experiential learning gained through previous work, military and/or volunteer service or life experience. Credit for prior learning may also be established through course challenge or standardized credit by examination.
6. Students who transfer to Towson University prior to earning an associate of arts degree from Howard Community College will be eligible to have their Towson University transcript evaluated by Howard Community College in order to be considered for participation in the reverse transfer process. Students who meet Howard Community College's degree requirements will be awarded an associate of arts degree.

7. The parties will comply with all provisions of the federal Family Educational Rights and Privacy Act ("FERPA") in all disclosures of FERPA protected information between HCC and TU. For example, the parties may be able to share personally identifiable information from a student's record for purposes related to a student's enrollment or transfer, per 34 C.F.R. §§ 99.31 (a)(2) and 99.34. Also consistent with FERPA, the parties shall use reasonable methods to ensure that they provide only those education records that are necessary to the purpose for the disclosure as permitted under FERPA. Nothing in this Agreement may be construed to allow the parties to maintain, use, disclose, or share student record information in a manner not allowed under applicable laws or regulations.
8. Howard Community College students transferring to Towson University will be given every consideration for financial aid and will be eligible to compete for academic scholarships upon entrance to Towson University subject to stated scholarship deadlines.
9. Both Howard Community College and Towson University agree to work together to facilitate the transfer of students from Howard Community College to Towson University to work cooperatively to insure the high quality of the programs at the respective institutions. Transfer of students will be in accordance with policies and procedures of both institutions, as they may be amended from time to time.
10. This MOU will be in effect initially for ten years, beginning **September 1, 2021**, with a review every two years by both parties. Any revisions the parties deem necessary must be evidenced in writing and signed by the authorized officials of each institution. The MOU may be terminated by either party for due cause and after adequate notice of not less than six months is given to the other party.
11. Towson University will establish procedures to provide information on the academic progress of Howard Community College students enrolled as part of this MOU.
12. This MOU, when signed, constitutes the entire agreement between the parties and supersedes all prior agreements and understandings between the parties respecting the matter hereof.



Jean Svacina, Ph.D.
Vice President of
Academic Affairs
Howard Community College



Melanie Perreault, Ph.D.
Provost and Executive Vice-President for
Academic and Student Affairs
Towson University

Date: 9/2/21

Date: 9/14/21