

**Memorandum of Understanding  
Dual Admissions Program  
Motlow State Community College  
and  
Tennessee Technological University**

**Overview**

The Dual Admission Program (DAP) between community colleges in the Tennessee Board of Regents System (TBR) and universities in the Tennessee Board of Regents System offers students a structured, guaranteed pathway for attaining a Bachelor's degree. The goal of this agreement is a seamless transition by providing one curriculum plan for earning the associate and bachelor's degrees. The purpose of Dual Admission is to ease the transfer process and foster students' academic success. The advantage of a dual admission agreement as opposed to an articulation agreement is that students have direct contact with both community college and university faculty and staff throughout the program. In addition, the dual admission program provides enhanced advisement and transition support services.

**Eligible to Apply for Dual Admission**

A student must meet the following conditions to be eligible:

- Planning to pursue a Bachelor's Degree
- Meets current admission criteria for a TBR community college
- Earned 29 or fewer college-level semester hours and a cumulative GPA of 2.0; cumulative 2.75 GPA for the A.S.T. Degree
- Enters a community college under the 2004 or later catalog (the common general education core curriculum was implemented in fall 2004)

**Students' responsibilities**

Motlow State Community College students who fulfill the requirements of the DAP are guaranteed acceptance to Tennessee Technological University.

- Students must apply and be admitted to a Motlow State Community College.
- Students must complete an application for Dual Admission and a non-binding Intent-to-Enroll form.
- Students must earn an A.S., A.A. or A.S.T. degree from a Motlow State Community College.
- Students must maintain a 2.0 cumulative GPA (2.75 for the A.S.T. Degree) to be in good standing in the Dual Admission program.
- All required high school courses must be completed prior to transition to Tennessee Technological University.
- Any courses required for the major not completed at Motlow State Community College must be completed at Tennessee Technological University to progress into the major.
- Students must complete the Motlow State Community College Intent to Graduate form.
- Students who attend another institution between the time they graduate from Motlow State Community College and enroll at Tennessee Technological University must re-apply as a transfer student.
- Students must re-apply to the Dual Admission Program if there is a break of more than a year in their attendance at Motlow State Community College.
- Students must complete financial aid paperwork for Tennessee Technological University prior to enrolling.

### **Institutions' responsibilities**

- Motlow State Community College will provide Tennessee Technological University with a copy of the DAP application, community college application and high school transcript
- Both the Motlow State Community College and Tennessee Technological University will track Dual Admission students in their student information systems.
- Both Motlow State Community College and Tennessee Technological University will assign each student to an advisor from each campus.
- Each institution will develop a web site specifically for the Dual Admission Program.
- At the end of each semester, Motlow State Community College will provide Tennessee Technological University a transcript for each participant in the DAP, and student work at the Motlow State Community College will be posted as transfer credit in the student information system at Tennessee Technological University.
- Each institution will establish a primary and secondary campus contact.
- Motlow State Community College will accept any appropriate credit taken at Tennessee Technological University by the student towards the associate degree.

### **Terms of ineligibility**

- A student may participate in only one Dual Admission Program at a time.
- Failure to complete the Associate degree at Motlow State Community College where the student attends.
- Failure to adhere to the provisions of the DAP.
- A written withdrawal from the program in writing to the Motlow State Community College where the student attends.

### **Advantages for the participating institutions**

- Motlow State Community College can attract highly motivated students who plan to attend Tennessee Technological University as they earn their associates degrees.
- With increased ease of transitioning between Motlow State Community College, Tennessee Technological University will achieve a higher transfer rate.
- An improved Motlow State Community College transfer rate will lead to increased baccalaureate attainment.
- Motlow State Community College students will be encouraged to pursue a bachelor's degree after completing an associate's degree, which will increase students' educational attainment levels.
- Motlow State Community College can track educational achievement of their graduates.
- Motlow State Community College and Tennessee Technological University can enjoy joint recruitment in area high schools.
- Students will arrive at Tennessee Technological University better prepared for upper division courses in their major fields of study.
- Tennessee Technological University will have a qualified and identified source of students that require minimal recruitment effort.

### **Advantages for students**

- Students are guaranteed acceptance to a Tennessee Technological University rather than to a particular college or major. Admission to a major requires following the requirements designated by that major.
- Students can save money by enrolling for their first two years at a Motlow State Community College with lower tuition and fees.
- Students will become familiar with Tennessee Technological University staff and academic advisers, which should facilitate the transition process.

- Students will be able to view their entire degree plans at the onset of their college career.
- Students will receive academic advising from both Motlow State Community College and Tennessee Technological University including early advisement from Tennessee Technological University.
- Students will be able to register during the priority registration time period at Tennessee Technological University the semester of graduation from Motlow State Community College.

**General Terms and Conditions**

- Tennessee Technological University and Motlow State Community College agree that in the performance of this Dual Admission Agreement they will comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Executive Order 11,246, the Americans with Disabilities Act of 1990 and the related regulations to each. Each party assures that it will not discriminate against any individual including, but not limited to, employees or applicants for employment and/or students or applicants for admission as students on the basis of race, religion, creed, color, sex, age, disability, veteran status, national origin, or any other classification protected by Federal, or Tennessee constitutional or statutory law.
- This agreement will take effect on December 13, 2011 for implementation in the spring semester.
- The terms of this agreement shall be perpetual duration; however, the parties mutually agree that the agreement may be amended or terminated, as needed, by written agreement between the Presidents of TTU and MSCC.

IN WITNESS HEREOF, the parties cause this Dual Admissions agreement to be executed.

Marylou Apple  
 Dr. MaryLou Apple, President  
 Motlow State Community College

12-13-11  
 Date

Robert R. Bell  
 Dr. Robert R. Bell, President  
 Tennessee Technological University

12/23/11  
 Date

Bonny Copenhaver  
 Dr. Bonny Copenhaver,  
 Provost  
 Motlow State Community College

12/13/11  
 Date

Mark A. Stephens  
 Dr. Mark Stephens,  
 Interim Provost & Vice President Academic Affairs  
 Tennessee Technological University

12/23/11  
 Date

Susan Elkins  
 Dr. Susan Elkins  
 Vice President, Extended Programs and Regional  
 Development Tennessee Technological University

12/13/11  
 Date