

DUAL ADMISSION AGREEMENT
BETWEEN
LUZERNE COUNTY COMMUNITY COLLEGE
AND
KUTZTOWN UNIVERSITY OF PENNSYLVANIA

Preface

1. Luzerne County Community College (Luzerne CCC) and Kutztown University (Kutztown University) enter into this Dual Admission Agreement to facilitate THE TRANSFER OF Luzerne students to Kutztown University.

Under this Dual Admission Agreement, Luzerne CCC students who submit a “Letter of Intent” or complete the Dual Admission online application form located on LCCC website transfer services page, to enter Kutztown University before the completion of 30 transferable credit hours, will be guaranteed admission into a Bachelor’s Degree program with third year (junior) status at Kutztown University on the condition that they:

- A) graduate from Luzerne CCC with an Associate in Arts (A.A.) Degree or Associate in Science (A.S.) Degree with a minimum cumulative GPA of 2.0 for most majors. Exceptions apply to students going into the following majors at Kutztown University; these students shall be required to have the GPA stated below: the College of Education (3.0 GPA); the College of Visual and Performing Arts which requires a portfolio for the visual arts programs (Applied Digital Arts, Art Education, Art Education: Alternative Settings, Communication Design, Crafts, and Studio Art) or an audition for the music programs (Music, Commercial Music, Music Education, and Music Performance), and a 3.0 GPA for the majors of Art Education and Music Education; the major of Biology/Pre-Med (2.75 GPA); the major of Criminal Justice (2.5 GPA and a C or higher in all Criminal Justice required courses); the major of Computer Science (2.25 GPA); the major of Mathematics (2.25 GPA); and the major of Psychology (2.5 GPA and C or higher in a General Psychology course).
 - B) satisfy all other Kutztown University transfer requirements including any admission requirements for the major.
2. Accept Luzerne CCC students for transfer as specified by Kutztown University’s general transfer policy and/or TAOCC legislation. TAOCC information can be found at <http://www.pacollegegettransfer.com/Administrators/TAOCPolicies/tabid/716/Default.aspx>.

Full time students admitted with third year (junior) status to Kutztown University should be able to complete a Bachelor’s degree in a parallel program at Kutztown University within four regular semesters provided they complete the appropriate Associate Degree program at Luzerne CCC and complete and appropriately sequence their remaining course work at Kutztown University. Luzerne CCC transfer student access to particular programs will be the same as native Kutztown University students.

In addition, Kutztown University agrees to accept the general education requirements embedded in the Luzerne CCC Associate in Arts and Associate in Science Degrees and apply these requirements in their entirety towards Kutztown University’s general education requirements. This agreement applies

to all Luzerne CCC A.A. and A.S. graduates and is limited to students who participate in this Agreement. This Transfer and Articulation Agreement becomes effective on the date of its signing.

To facilitate the transfer of Luzerne CCC graduates to Kutztown University in accordance with the foregoing guarantee, the parties agree to the following:

Obligations of Kutztown University

1. To attend regularly scheduled Transfer Day and Evening Programs at Luzerne CCC. Kutztown University will provide Luzerne CCC with fact sheets to distribute upon request.
2. To invite Luzerne CCC students who have expressed interest in transfer admissions to Kutztown University to informational/advising meeting(s) with Kutztown University faculty and staff in order to facilitate smooth curricular and co-curricular integration to Kutztown University.
3. To send letters of acknowledgement within 60 days of receipt of "Letters of Intent" from Luzerne CCC which guarantee admission subject to meeting conditions "A" and "B" under the Preface.
4. To award \$1000 academic scholarships to students with a final Luzerne CCC GPA of 3.5 or above admitted full-time (12 or more credits per semester) to Kutztown University pursuant to this Agreement. To award \$500 academic scholarships to students with a final Luzerne CCC GPA of 3.0 to 3.4 admitted full-time (12 or more credits per semester) to Kutztown University pursuant to this Agreement. To award \$250 academic scholarships to students with a final Luzerne CCC GPA of 3.0 or above admitted part-time (less than 12 credits per semester) to Kutztown University pursuant to this Agreement. These scholarships are awarded for the Fall and Spring semesters only.

All scholarships may be renewed for up to four (4) semesters contingent upon maintaining the GPA requirements of the awarded scholarships, and students submit their Free Application for Federal Student Aid (FAFSA). Students may also be eligible for need-based financial aid and other types of financial aid.

5. To award all first-time Luzerne CCC transfer students with any type of Associate's Degree a one-time book award of \$500 for one academic year (Fall or Spring only) to be utilized in the Kutztown University Campus Book Store. To waive the application fee for students who apply to Kutztown University pursuant to this Agreement.
6. To ensure these students will be provided with Kutztown University financial aid information and receive full consideration for Kutztown University financial aid, in addition to the scholarships listed above, upon matriculation at Kutztown University.
7. To accept the general education requirements embedded in the Luzerne CCC A.A. and A.S. Degrees and to apply these requirements in their entirety towards Kutztown University's general education requirements. Transfer does not alter the requirements of the student's major field of study or its admissions standard as identified in the Kutztown University catalog.
8. To transfer in all courses for which a passing grade of A, B, or C was received to Kutztown University. The transfer of D grades will be reviewed in the manner set forth in the grading policy applicable to native Kutztown University students, so long as the Luzerne CCC student has earned an A.A. or A.S. degree with a minimum GPA of 2.00.

9. To identify eligible students graduating from Luzerne CCC upon admission to Kutztown University and ensure that the transfer will be noted on all pertinent Kutztown University student records.
10. To work with Luzerne CCC to develop advising templates for each program that are consistent with approved statewide program to program agreements and ensure that any local program to program agreements covering disciplines not covered in statewide agreements are in accordance with Pennsylvania State System of Higher Education's Board of Governors' Policy (Academic Passport and Student Transfer) as well as the legislatively mandated Statewide Transfer Framework (30 credits).
11. To ensure that Luzerne CCC students who matriculate under this agreement at Kutztown University have all of the rights, privileges, and responsibilities of other Kutztown University students.
12. To waive placement tests for Luzerne CCC graduates.
13. To ensure that students graduating in the Honors Program at Luzerne CCC are invited to the Honors Program at Kutztown University. These students must maintain a minimum 3.25 GPA and will have completed 12 credits in Honors, a requirement that will be noted on their Luzerne CCC transcripts.

Obligations of Luzerne County Community College:

1. Publicize this Agreement to prospective and current Luzerne CCC students in its promotional literature, and make arrangements for Kutztown University recruiters and advisors to visit Luzerne CCC and meet with prospective and current transfer admissions students.
2. To inform Kutztown University, within 60 days of all Luzerne CCC students who complete the "Letter of Intent," so that the Kutztown University Office of Admissions can issue a letter of acknowledgement to all aforementioned students.

Joint Obligations:

1. Ensure that students are informed of Kutztown University's transfer policy deadlines and tuition and fee schedules.
2. 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. The Kutztown University Office of the Provost and the appropriate offices at Luzerne CCC will review this Agreement annually and make any changes upon mutual agreement through an amended agreement, as needed. Such changes will become effective when all of the required signatures of both Luzerne CCC and Kutztown University (i.e., the signatures required for the original agreement) have been affixed to the amended document.
3. Collaborate in providing students with information about this Agreement, Kutztown University's academic requirements, and the process of transferring to Kutztown University.

4. Luzerne CCC and Kutztown University jointly agree to develop and implement advertising and promotional efforts to communicate the benefits of this transfer articulation.
5. Each institution will designate a representative or representatives who will coordinate the Transfer Agreement between the two institutions.
6. Exchange data and documents annually that will contribute to the maintenance and improvement of this arrangement, enhance the transfer process, and promote effective cooperation between institutions. These will consist of aggregate data about transfer students, including admissions information and grades, retention information, and reports on the results of program reviews, assessments of student learning, and decisions of curricular and other committees. The institution(s) will exchange data after obtaining appropriate permission from the students as indicated on the "Letter of Intent."
7. Facilitate and support consultation and collaboration between their faculties related to this agreement, general education, degree requirements, and other academic matters.

Mutual Terms and Conditions

1. This Agreement represents the entire understanding between the Parties and can be modified only in writing with the same formality as the original Agreement.
2. This Agreement will be reviewed annually by the appropriate parties at each institution to determine whether amendments are required, and will automatically renew, as currently written or as amended, for a one-year period, provided that the total term of the agreement, including any renewals, shall not exceed five (5) years.
3. Either Party may terminate this Agreement at any time by written notice at least one (1) year in advance of the effective date of termination. Should this Agreement be terminated, it is understood that the termination will not apply to students already accepted to the Institution under the terms of this Agreement, but not yet enrolled in classes.
4. The Parties understand that they shall act in an independent capacity in the performance of this Agreement, and shall not be considered as employees, agents, affiliates, or subsidiaries of each other. Neither Party shall have the right to bind or obligate the other in any manner inconsistent with or unrelated to this Agreement.
5. This Agreement is governed by the laws of the Commonwealth of Pennsylvania.
6. Neither Party shall assume any liabilities as a result of this Agreement. As to liability to each other or death to persons, or damages to property, the Parties do not waive any defense as a result of entering into this Agreement. Nothing herein shall be construed as a waiver of any immunities afforded Luzerne CCC by law or otherwise. Nothing herein shall be construed as a waiver of the sovereign immunity of the University, the Pennsylvania State System of Higher Education or the Commonwealth of Pennsylvania.
7. Luzerne CCC does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For a complete copy of the LCCC non-discrimination policy, go to <http://portal.luzerne.edu/forms/dc.pdf>. Inquiries may be directed to the Title IX

Coordinator, John Sedlak, Dean of Human Resources, LCCC, 1333 South Prospect Street, Nanticoke, Pennsylvania, 18634, 800-377-5222 extension 7234. Inquiries related to accessibility services for students may be directed to the Section 504 Coordinator, Rosana Reyes, Vice President of Enrollment Management and Student Development, LCCC, 1333 South Prospect Street, Nanticoke, Pennsylvania, 18634, 800-377-5222 extension 7243.

8. The Affiliate agrees that it is an Equal Opportunity Employer.
9. Any notices to be given hereunder by any Party to the other may be issued by personal delivery in writing or by mail, registered or certified, postage prepaid with return receipt requested. Mailed notices shall be addressed to the Parties at the addresses set forth hereinafter, but each Party may change their address by written notice in accordance with this paragraph. Notices delivered personally shall be deemed communicated as of actual receipt; mailed notices shall be deemed communicated as of five (5) days after mailing.

a. If to Kutztown: _____

Copy to:

b. If to LCCC: Luzerne County Community College
1333 South Prospect Street
Nanticoke PA 18634
Attention: _____

Copy to:

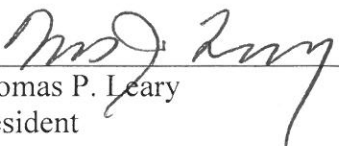
Operations Analyst
Same Luzerne County Community College address

The willingness of both institutions to enter into this Agreement in order to facilitate the transfer of students from Luzerne County Community College into Kutztown University, and to expand their opportunities for academic success there, is indicated by the following signatures:

The undersigned representatives of the parties, Luzerne County Community College and Kutztown University, have executed this Agreement on the dates indicated:

Luzerne County Community College

Kutztown University of Pennsylvania



Thomas P. Leary
President



Dr. Kenneth Hawkinson
President

APPROVED AS TO FORM AND LEGALITY:

Date: Nov. 7, 2018

**LETTER OF INTENT
TO ENTER KUTZTOWN UNIVERSITY OF PENNSYLVANIA**

Under the Transfer and Articulation Agreement between Luzerne County Community College (Luzerne CCC) and Kutztown University of Pennsylvania (Kutztown University), Luzerne CCC students, who submit a Letter of Intent to enter Kutztown University, prior to the completion of 30 transferable credits, will be assured admissions into a Bachelor's Degree program with third year (junior) status at Kutztown University on the condition that they:

- A) graduate from Luzerne CCC with an Associate in Arts (A.A.) Degree or Associate in Science (A.S.) Degree with a minimum cumulative GPA of 2.0 for most majors. Exceptions are students going into the following majors at Kutztown University: the College of Education (3.0 GPA); the College of Visual and Performing Arts which requires a portfolio for the visual arts programs (Applied Digital Arts, Art Education, Art Education: Alternative Settings, Communication Design, Crafts, and Studio Arts) or an audition for the music programs (Music, Commercial Music, Music Education, and Music Performance), and a 3.0 GPA for the majors of Art Education and Music Education; the major of Biology/Pre-Med (2.75 GPA); the major of Criminal Justice (2.5 GPA and a C or higher in all required Criminal Justice courses); the major of Computer Science (2.25 GPA); the major of Mathematics (2.25 GPA); and the major of Psychology (2.5 GPA and C or higher in a General Psychology course).
- B) satisfy all other Kutztown University requirements including any admission requirements for the major.

A full time student admitted with third year (junior) status to Kutztown University should be able to complete a Bachelor's Degree in a parallel program at Kutztown University within four regular semesters provided that the student completes the appropriate Associate Degree program at Luzerne CCC and completes and appropriately sequences his/her remaining course work at Kutztown University.

I plan to enroll at Kutztown University upon completion of the Associate in Arts (A.A.) or Associate in Science (A.S.) degree from Luzerne CCC. I understand that my signature on this letter entitles me, provided I meet the criteria outlined in the agreement, admission to Kutztown University, advanced standing credit for my course of study at Luzerne CCC, and waiver of the Kutztown University application fee. In addition, I understand that my signature gives Luzerne CCC and Kutztown University the right to exchange aggregate information regarding my academic progress at Luzerne CCC and Kutztown University. I am familiar with the terms of the Agreement between Kutztown University and Luzerne CCC for guaranteed admission, and I wish to participate in this program. I also understand that this "Letter of Intent" can be voided by me, the student, at any time with written notification to Luzerne CCC's Advising and Transfer Center and Kutztown University's Admissions Office.

I understand the terms of this intent and agree to its contents:

Student's Name (printed): _____ Date: _____

Student's Signature: _____

Address: _____

Email: _____ Telephone: _____

Intended KU Major _____
(see list of majors)

Major at Luzerne CCC: _____ Luzerne CCC ID#: _____

Intended Date of Graduation from LCCC: _____ Intended Date of Enrollment at KU: _____

Please return the completed form to LCCC's Advising and Transfer Center.

Bachelor's Degree Programs at Kutztown University	
Bachelor of Arts	Bachelor of Science
Anthropology	Accounting
Applied Digital Arts (BFA)	Art Education
Art History	Art Education - Alternative Settings
Communication Design (BFA)	Biochemistry
Communication Studies	Biology - Allied Health
Crafts (BFA)	Biology - Molecular Micro/Cell
English	Biology - Organismal Ecology
English - Paralegal Studies	Biology - Pre-Medical and Other Health Professions
English - Professional Writing	Chemistry
General Studies	Cinema, Television, and Media Production
Geography	Computer Science
Geography - Applied	Computer Science - BS/MS combined
Geography - Environmental	Criminal Justice
Geography - Globalization	Criminal Justice - Paralegal Studies
Geography - Planning	Elementary Education
German - Communication and Culture	Grades 4 - 8 (Mathematics and Science)
History	Grades 4 - 8 (Mathematics and Social Studies)
History - Paralegal Studies	Grades 4 - 8 (Mathematics and English/Language Arts and Reading)
Music	Grades 4 - 8 (Science and English/Language Arts and Reading)
Music - Commercial Music Track	Grades 4 - 8 (Science and Social Studies)
Music - Performance Track	Pre-Kindergarten - Grade 4
Philosophy	Environmental Science - Biology
Philosophy w/Religious Studies	Environmental Science - Chemistry
Political Science	Environmental Science - Geography
Political Science - Paralegal Studies	Environmental Science - Geology
Sociology	Finance
Spanish	General Studies
Studio Art (BFA)	General Studies - Professional Studies
	Geology
	Information Technology
	Library Science
	Library Science - Education (certification program)
	Management
	Marketing
	Marine Science - Biology
	Marine Science - Oceanography
	Mathematics
	Music Education

	Personal Financial Planning
	Physics
	Physics - Astronomy
	Physics - Engineering Physics
	Psychology
	Psychology - Paralegal Studies
	Public Administration
	Public Administration - Paralegal Studies
	Public Relations
	Secondary Education
	Biology
	Chemistry
	Earth and Space Science
	English
	General Science
	German
	Mathematics
	Physics
	Physics and Mathematics
	Social Studies
	Spanish
	Social Media Theory and Strategy
	Social Work (BSW)
	Special Education - Mentally/Physically Handicapped
	Special Education - Visual Impairment
	Sport Management

**KUTZTOWN UNIVERSITY OF PENNSYLVANIA
AND LUZERNE COUNTY COMMUNITY COLLEGE**

Dual Admission Agreement

FACT SHEET

Kutztown University of Pennsylvania (Kutztown University) welcomes transfer students from Luzerne County Community College (Luzerne CCC). Kutztown University is one of the 14 Pennsylvania State System of Higher Education Universities. This Agreement was designed to facilitate the transfer of Luzerne CCC graduates to Kutztown University.

TRANSFER ADMISSIONS

Luzerne CCC students who submit a Letter of Intent to enter Kutztown University will be assured admissions into a Bachelor's Degree program with third year (junior) status at Kutztown University and will have their Kutztown University application fee waived provided the following conditions are satisfied:

- A) Students must graduate from Luzerne CCC with an Associate in Arts (A.A.) Degree or Associate in Science (A.S.) Degree with a minimum cumulative GPA of 2.0 for most majors. Exceptions are students going into the following majors at Kutztown University: the College of Education (3.0 GPA); the College of Visual and Performing Arts which requires a portfolio for the visual arts programs (Applied Digital Arts, Art Education, Art Education: Alternative Settings, Communication Design, Crafts, and Studio Arts) or an audition for the music programs (Music, Commercial Music, Music Education, and Music Performance), and a 3.0 GPA for the majors of Art Education and Music Education; the major of Biology/Pre-Med (2.75 GPA); the major of Criminal Justice (2.5 GPA and a C or higher in all required Criminal Justice courses); the major of Computer Science (2.25 GPA); the major of Mathematics (2.25 GPA); and the major of Psychology (2.5 GPA and C or higher in a General Psychology course).
- B) Students must satisfy all other Kutztown University requirements including any admissions requirements for the major as noted.

Note: A full time student admitted with third year (junior) status to Kutztown University should be able to complete a Bachelor's degree in a parallel program at Kutztown University within four regular semesters provided that the student completes the appropriate Associate Degree program at Luzerne CCC and completes and appropriately sequences their remaining course work at Kutztown University.

Students who are interested in the Luzerne CCC/Kutztown University Transfer and Articulation Agreement program must complete the Letter of Intent and submit it to the Luzerne CCC Advising and Transfer Center.

For additional information regarding admissions or transfer to Kutztown University, please contact the Office of Admissions at Kutztown University at 610-683-4787/admissions@kutztown.edu or your Luzerne CCC Academic Advisor.