



## Co-Enrollment Agreement with Germanna Community College

*The purpose of this agreement is to facilitate transfer of students from Germanna Community College (GCC) by enabling those qualified under the terms below to take a limited number of courses at the University of Mary Washington (UMW) while the student is simultaneously enrolled at GCC. The following terms apply to this agreement:*

1. To be eligible, the student must have completed a minimum of 15 credit hours of approved general education coursework with a minimum 3.25 GPA prior to the time of applying to be a co-enrolled student at UMW.
2. The courses must have been taken at GCC *after* the student's graduation from high school and must apply toward the Associate of Arts, Associate of Science, or Associate of Arts and Sciences degree at GCC.
3. The GCC student wishing to become a co-enrolled student must complete the Co-Enrollment Agreement "Letter of Intent" and submit it with requirement attachments to the UMW Office of Admissions. The letter of intent deadlines are March 1 (for fall semester enrollment) and November 1 (for spring semester enrollment).
4. Once approved as a co-enrolled student, the GCC student may take up to five courses at UMW that will be transferred back to GCC. GCC students must earn a grade of "C" or higher in each UMW course in order for the credits to transfer back to the student's associate degree program at GCC.
5. The student will pay tuition at GCC rates that are current for the semester in question. GCC will collect each student's tuition and will pay UMW the amount due for each co-enrolled student's tuition. Co-enrolled students will be issued a UMW ID card providing access to UMW facilities (such as the Library). Co-enrolled students will need purchase a UMW parking decal at the prevailing rate for student parking.
6. Approved co-enrollment students will receive academic advising assistance from a staff member in the UMW Office of Academic Services. Students will be registered for classes by staff in the UMW Office of the Registrar. Co-enrolled students will be registered once the period of "schedule adjustment" registration begins (immediately following the close of the "advance registration" period. Co-enrolled students will complete the Application for Virginia In State Tuition and the UMW Biographic/Demographic form as part of the course registration process.
7. While the co-enrollment courses taken will not establish a GPA at UMW should the co-enrolled student in the future become an admitted degree seeking UMW student, they will be taken into consideration for any degree programs that have a separate admission to the major process requiring that students complete certain UMW courses with a certain GPA in order to be admitted. A record of co-enrolled student's grades in UMW courses will appear on the student's unofficial (internal) transcript even though the grades will not establish a UMW GPA.
8. Co-enrollment courses will count toward the UMW residency requirements as they apply to the credits in the major that must be taken at UMW.
9. To remain eligible for the co-enrollment agreement, the student must be continuously enrolled at GCC following the date at which the student is admitted as a co-enrolled UMW student. GCC's requirements regarding "continuous enrollment" will apply.
10. A GCC student who successfully completes the necessary associate degree at GCC with a minimum 3.25 GPA will be admitted to UMW starting in the semester indicated on the co-enrollment "Letter of Intent." If the student is unable to begin at UMW in this semester, he/she must notify the authorized officer at GCC at least one semester in advance of the stated UMW matriculation date. Acceptance in some degree programs at UMW is competitive; admission into UMW through the co-enrollment agreement does not imply admission to these programs without further acceptance by the program or department offering the program.
11. For students admitted following successful completion of the co-enrollment agreement, UMW guarantees the acceptance of all transferable credits earned, not to exceed 63 credits. Completion of the lower-level UMW general education requirements is guaranteed. Unless transferrable courses were taken as a part of the associate degree program, students must fulfill these additional BA/BS degree general education requirements: (a) language, (b) writing intensive, (c) speaking intensive, and (d) experiential learning.
12. Students not meeting the terms of admission to UMW as outlined in the co-enrollment agreement may apply for admission to UMW through the normal transfer application process or the Guaranteed Admission Agreement.