



Extended Programs and Regional Development

School of Interdisciplinary Studies

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October 11, 2011

C. Michael Stokes, EdD
Vice President for Student Services
Cleveland State Community College
3535 Adkisson Drive, P.O. Box 3570
Cleveland, TN 37320-3570

Dear Dr. Stokes:

Attached is the completed version of the Dual Admissions Agreement with signatures from Tennessee Tech, and the original agreement is being forwarded to the Chancellor for his signature. We are pleased to be entering into this agreement with Cleveland State Community College and look forward to working with you.

If additional information is needed, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read 'Susan A. Elkins'.

Susan A. Elkins, EdD

Vice President, Extended Programs & Regional Development

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XC: Dr. Mark Stephens, Interim Provost, Tennessee Tech
Ms. Janie Robbins, Associate Director, Extended Programs & Regional Development
Dr. Bobby Hodum, Executive Director – Enrollment Management

Dual Admission Program

Tennessee Technological University

and

Cleveland State Community College

Overview

The Tennessee Tech University (TTU) Dual Admission Program (DAP) is available to students transferring to TTU from Cleveland State Community College (CISCC). This program offers Cleveland State Community College students the advantage of a structured approach for completion of an Associate's Degree, followed by enrollment in pursuit of a Bachelor's Degree at TTU. Dually admitted students first enroll at CISCC, complete the Associate's Degree (A.A., A.S., or A.S.T.) and then enroll at TTU. This program will 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 CISCC and TTU faculty and staff throughout the program. In addition, the dual admission program provides enhanced advisement and transition support services.

Eligibility for Dual Admission

A student must meet the following conditions to be eligible:

- Plans to pursue both an Associate's Degree and a Bachelor's Degree.
- Meets current admission criteria for Cleveland State Community College.
- Has earned 29 or fewer college-level semester hours and a cumulative GPA of 2.0 in CISCC coursework; 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

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

- Students must apply and be admitted to Cleveland State Community College.

- Students must complete an application for Dual Admission and a non-binding Intent to Participate form which includes authorization for the exchange of all application and academic information between CISCC and TTU.
- Students must earn an A.S., A.A. or A.S.T. degree from Cleveland State Community College. Students must maintain a 2.0 cumulative GPA in CISCC coursework (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 TTU.
- Any courses required for the major not completed at the community college must be completed at Tennessee Tech University to progress into the major. Students in the Dual Admission program who meet eligibility requirements are guaranteed admission to TTU but not acceptance into any individual academic discipline which may have additional admission requirements.
- Students must complete the CISCC Intent to Graduate form.
- Students who attend another institution between the time they graduate from Cleveland State Community College and enroll at Tennessee Tech University must re-apply to TTU 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 CISCC.
- Students may receive financial aid at only one institution at a time. Students must complete the financial aid application process for TTU prior to enrolling.
- Students must request official transcripts be sent to TTU of all colleges and universities attended prior to attending CISCC.
- Students may withdraw from the Dual Admission Program by providing a written statement to Cleveland State Community College.

Institutions' Responsibilities

- Cleveland State Community College will provide Tennessee Tech University with a copy of the DAP application materials, including the Intent to Participate form, CISCC admissions application and high school transcript.
- Both Cleveland State Community College and Tennessee Technological University will track Dual Admission students in their student information systems. Each institution will generate an enrollment and retention report by October 15th and March 15th of each academic year showing current status of dually admitted students.
- Both CISCC and TTU 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, CISCC will provide TTU a transcript for each participant in the DAP, and student coursework at CISCC will be posted as transfer credit in the student information system at TTU.
- Each institution will establish a primary and secondary campus contact.
- CISCC will refer students to the TTU primary and secondary campus contacts during their first semester of enrollment in the Dual Admission Program. Students will work jointly with CISCC and TTU contacts to determine course selection.

- Cleveland State Community College will accept towards the Associate's Degree any appropriate credit taken by the student at Tennessee Tech University.
- CISCC will provide the TTU primary and secondary campus contacts access to the CISCC Banner Self-Service system to allow the TTU contacts to effectively advise DAP students.
- CISCC will notify the primary and secondary TTU contacts when any student has submitted an official withdrawal from the Dual Admission Program.

Terms of Ineligibility

- Application to a Dual Admission Program at a different university.
- Failure to complete the Associate's Degree at Cleveland State Community College.
- Failure to adhere to the provisions of the DAP.
- A written withdrawal from the program to Cleveland State Community College.

Advantages for the Participating Institutions

- CISCC can attract highly motivated students who plan to attend a TBR university after completing an Associate's Degree.
- Institutions will achieve a higher transfer rate with increased ease of transitioning between institutions.
- An improved community college transfer rate will lead to increased baccalaureate attainment.
- CISCC students will be encouraged to pursue a Bachelor's Degree at TTU after completing an Associate's Degree, which will increase students' educational attainment levels.
- CISCC can track educational achievements of their graduates.
- TBR community colleges and universities can enjoy joint recruitment in area high schools.
- Universities in the Tennessee Board of Regents System will have a qualified and identified source of students that require minimal recruitment effort.

Advantages for Cleveland State Community College Students

- Students are guaranteed acceptance to TTU upon completion of the A.A., A.S. or A.S.T. degree at CISCC rather than to a particular college or major. Admission to a particular major requires students to meet the criteria designated by that major.
- Students can save money by enrolling for their first two years at a CISCC with lower tuition and fees.
- Students will become familiar with TTU 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 institutions including early advisement from TTU.
- Students will be able to register during the priority registration time period at TTU the semester of graduation from CISCC.

Approvals:




Susan Elkins
TTU Vice President for Extended Programs and Regional Development



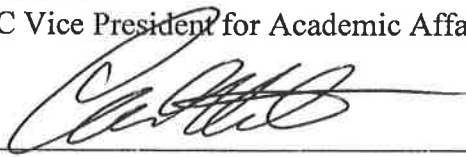
Jack Armistead
TTU Provost and Vice President for Academic Affairs



Robert R. Bell
TTU President



Jerry Faalkner
CISCC Vice President for Academic Affairs



Carl Hite
CISCC President

John Morgan
TBR Chancellor