



**Agreement for Dual Admission between  
Carroll Community College  
And  
Coppin State University**

**Transfer Plus (Dual Admissions)**

This Memorandum (Agreement) is made between the Carroll Community College (CCC or College), located in Carroll County, Maryland, a public community college established under the laws of the State of Maryland and Coppin State University (CSU or University), a public institution of higher education located in Baltimore City, Maryland established under the laws of the State of Maryland to create an education partnership to increase collegiate engagement, academic progress and success, degree completion, and transition to careers.

WHEREAS CCC and CSU, each with the ability to offer post-secondary education opportunities including the awarding of undergraduate degrees, recognize the need for and importance of facilitating education opportunities at the associates and bachelors' level as a pathway to career success at the initiation of a student's admission to CCC;

WHEREAS CCC and CSU recognize that cooperative education programs benefit the community, employers, and students in the State and surrounding geographic regions;

WHEREAS, it is recognized that students engaging in and having access to campus resources, including library, dining, residence life, academic advising supports students ("Student Supports") successfully attaining educational goals; and

WHEREAS, access to Student Supports and education opportunities is enhanced when CCC students are able to transition from CCC to CSU, effectively efficiently, and more seamlessly into Upper Division programs as CSU.

NOW THEREFORE, in consideration of the mutual promises and conditions provided herein, the adequacy of which is hereby acknowledged, the Carroll Community College and Coppin State University hereby agree as follows:

**I. Definition**

**Dual Admissions:**

- Dual Admissions allow simultaneous admission to Carroll Community College and Coppin/4-year program through coordinated admission process using the procedures set forth in Exhibit 1. ("Dual Admission Program"). Enrollment at Coppin is dependent upon a student meeting criteria for progression to [program of study]. [program of study]

criteria for progression shall be obtained before the desired date of enrollment.

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## **II. Responsibilities of the Parties**

In support of this partnership and administration of the program, CCC and CSU will:

- Coordinate trainings to educate faculty and staff about the Transfer Plus Program.

## **III. Responsibilities of CCC**

In support of this partnership and administration of the program, CCC will:

- Establish a Transfer Plus web page for program information.
- Promote the Transfer Plus to general audiences to be acquainted with the program and to prospective students at the time of admission who will be dually admitted.
- Facilitate admissions to CSU upon initial admission and throughout their CCC student experience under the Transfer Plus program.
- Provide space for CSU staff and faculty to meet with prospective students, conduct pre-transfer advising, and host information sessions.
- Facilitate the exchange of transcripts between CCC and CSU for purposes of advising, evaluation, and admission.
- Provide CSU with the number of, and contact information for, CCC students enrolled in Transfer Plus program at the end of each academic semester.
- Confirm enrollment of all Transfer Plus students on a semester basis.

## **IV. Responsibilities of CSU**

In support of this partnership and administration of the program, CSU will:

- Establish a Transfer Plus web page for program information.
- Provide a Transfer Plus Application for use by CCC students, to be made available at all transfer events and online.
- Provide a dedicated bridge advisor to work with CCC students on a semester basis, to support progression and retention efforts, including to confirm enrollment in the Transfer Plus program.
- Provide embedded student advising at CCC (in-person or virtually) to assist students in applying to the Program, meeting eligibility requirements, following curriculum maps, and utilizing resources available through the Transfer Plus Program.
- Identify faculty across transfer majors who will work, at regular and advertised times throughout the program, with students in the program from admissions at CCC through their transfer to CSU.
- Verify that Program participants declare a major upon transfer to the University.
- Share information with CCC student enrollment patterns, retention, and degree attainment.
- Invite CCC partners to CSU Commencement to honor Transfer Plus Program students.

In support of this partnership and acceptance of college credit in transfer, CSU will:

- Require completion of the Associate of Arts and the Associate of Science degrees at CCC for Transfer Plus students prior to enrolling in CSU courses in the program in which the student earned the degree at CCC.
- Accept all general education coursework and require no further general education

courses for students attaining the Associate of Arts or Associate of Science degrees as required by *applicable Maryland law*.

- Accept the sixty (60) semester hours that comprise an Associate of Arts or Associate of Science degree to transfer to any CSU bachelor's degree program with Junior standing (60-70 credits). CSU will guarantee the acceptance of all credits earned from the transfer Associate of Science or Associate of Arts degree program not to exceed 70 credits. Transfer of other degree types will be determined through seamless articulation agreements.
- Provide Transfer Plus graduates junior class status (60-70 credits) with respect to registration and housing, if applicable.
- Accept up to forty-five (45) credits in transfer through CCC's documented prior learning and high school articulation agreements, as applied to the Associate of Arts or Associate of Science degree.
- A full-time student admitted with third year (junior) status to CSU will be able to complete a bachelor's degree at CSU within two academic years provided the student completes the appropriate associate degree at CCC and completes and appropriately sequences his/her remaining course work at CSU, which will be determined by number of credits earned each semester.

In support of this partnership, including financial and student support incentives, CSU will:

- Provide CCC students admitted to CSU with CSU ID card. Provide financial incentives for students through dedicated CCC transfer scholarships. Students transferring from CCC through the Transfer Plus Program to CSU will automatically receive a one-time \$1,000.00 scholarship tuition credit and may be eligible for additional Transfer Scholarships offered by CSU. The Office of Admissions identifies qualified transfer students for the Transfer Scholarship. Entering students must complete the Federal Financial Aid Form (FAFSA) and the CSU scholarship application. This merit-based scholarship provides an award of \$2000.00 for the academic year (\$1000.00) per semester. Students must complete the AA or AS degree to qualify. Note that all financial aid awards must comply with federal and state eligibility requirements. Students receiving the Community College Transfer Scholarship must maintain full-time enrollment and a grade point average (GPA) of at least 2.50 (4.00 scale).
- Provide access to institutional, academic, and student support services at the receiving institution to which all other CSU students have access.

#### **V. Term**

The initial term of the Agreement shall be for a period of five (5) years, commencing on the Effective Date, which is the date on which the agreement is fully executed by the parties. At the end of which the Agreement shall automatically renew for successive one (1) year periods unless otherwise terminated by either party as set forth herein. It is understood and agreed that this Agreement will be reviewed every five (5) years, at least ninety (90) days prior to the auto renewal period to ensure terms and conditions are consistent with the program structure and operations. Any adjustments will require a written update, modification, or addendum to the Agreement.

Either party may terminate this Agreement by providing ninety (90) days written notice to the other party. During the notice period the parties may discuss continuation of a formal

relationship. If the Agreement is terminated, CSU will honor students who are in the Transfer Plus Program and have been admitted to CSU at the time of termination. The parties shall meet, at least annually, to review changes in curriculum, programs, and credential requirements for the purpose of determining whether or if the Agreement should be amended.

**VI. Program Administrators**

The parties designate the following individuals to serve as administrators under this Agreement:

CCC Program Administrator	CSU Program Administrator
April Herring Senior Director of Advising and Retention <a href="mailto:aherring@carrollcc.edu">aherring@carrollcc.edu</a> 410-386-8435	Nicole Lee Transfer Coordinator <a href="mailto:nilee@coppin.edu">nilee@coppin.edu</a> 410-951-3707

**VII. FERPA**

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 CCC and CSU. For example, the parties may be able to share personally identifiable information from a student record for purposes related to 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 only those education records necessary to the purpose for the disclosure are provided 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.

**VIII. Publicity**

Neither party shall use directly or by implication the names, trademarks, logos, or trade dress of the other party, nor any of the other party’s affiliates or contractors, nor any abbreviations thereof, or of any staff member, faculty member, student, or employee of the other party in connection with any products, publicity, promotion, financing, advertising, or other public disclosure without the express prior written permission of an authorized official of the other party.

**IX. Force Majeure**

Neither party shall be responsible for delays or failures in performance resulting from occurrences beyond the control of such party. Such occurrences shall include but not be limited to acts of God, strikes, lockouts, riots, acts of war, epidemics, pandemics, governmental regulations imposed after the date of this Agreement, fire, communication line failures, power failures, earthquakes, or other disasters. In the event of any such occurrences, the time for performance of the party affected thereby will be extended by the same number of days as the time of delay resulting from such occurrences.

**X. Independent Contractors**

Nothing contained in this Agreement shall be construed to imply a joint venture, partnership, or principal-agent relationship between the parties hereto, and neither party shall, by virtue of this Agreement, have any right, power, or authority to act or create any obligation, expressed or implied, on behalf of the other party. Neither shall this Agreement be construed to create rights or obligations, expressed or implied, on behalf of or for the use of any parties other than CCC and CSU; and CCC and CSU shall not be obligated, separately or jointly, to any third parties by virtue of this Agreement.

**XI. Non-Discrimination**

There shall be no discrimination on the basis of age, race, color, religion, sex, disability, gender identity, veteran status, sexual orientation, marital status, genetic information, national origin, or any other legally protected status in either the selection of students for participation in the Transfer Plus or as to any actions taken pursuant to this Agreement.

**XII. Amendments**

This Agreement represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties.

**XIII. Non-Waiver**

The failure of either party to insist, in any one or more instances, on the performance of any of the terms, covenants, or conditions of this Agreement, or to exercise any of its rights, shall not be construed as a waiver or relinquishment of such term, covenant, condition or right with respect to further performance.

**XIV. Severability**

Each provision of this Agreement shall be deemed to be a separate, severable, and independently enforceable provision. The invalidity of any provisions shall not cause the invalidity of the remaining provisions hereof.

**XV. Enforcement**

The failure of either party to insist upon strict performance of any of the terms or conditions of this Agreement, or to exercise any rights or remedies, shall not be construed as a waiver of its right to assert any of the same or to rely on any such terms or conditions at any time thereafter.

**XVI. Counterparts**

This Agreement may be executed in counterparts and each counterpart shall be deemed an original.

**XVII. Assignment**

Neither party shall assign or delegate this Agreement without the prior written consent of the other.

**XVIII. Applicable Law**

This Agreement, and all claims arising out of or relating to this Agreement, whether sounding

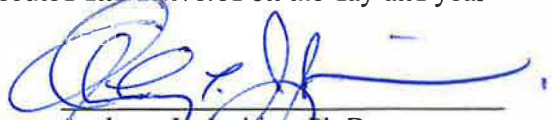
in contract, tort, or otherwise, shall be governed in all respects by the laws of the State of Maryland, without reference to its conflicts of laws rules. CCC and CSU expressly consent and submit to the exclusive jurisdiction of any court of competent jurisdiction in the State of Maryland.

IN WITNESS WHEREOF, in consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby evidence their agreement to the above terms and conditions by having caused this Agreement to be executed and delivered on the day and year indicated above.



Rosalie Mince, Ph.D.  
President  
Carroll Community College

9/30/25  
Date



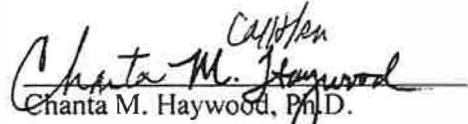
Anthony L. Jenkins, Ph.D.  
President  
Coppin State University

10/1/25  
Date



Kristie Crumley, D.M.  
Vice President, Academic and Student Affairs  
Dean of Faculty  
Carroll Community College

7/10/25  
Date



Chanta M. Haywood, Ph.D.  
Provost and Vice President  
for Academic Affairs  
Coppin State University

9/22/25  
Date