

**Agreement for Dual Admission
between
University of Maryland School of Nursing
and
Harford Community College, Department of Nursing**

University of Maryland, Baltimore (UMB), a public university that is part of the University System of Maryland, a public corporation and an instrumentality of the State of Maryland, acting through its academic unit the University of Maryland, School ("UMSON") hereby enters into an Agreement ("Agreement") with Harford Community College, Department of Nursing ("HCC") to offer dual admission to students and transfer credits from one institution to the other on the terms and conditions of this Agreement.

- I. Dual Admission. HCC and UMSON agree to allow simultaneous admission to HCC Department of Nursing's Associate Degree in Nursing Program ("ADN") and UMSON's Bachelor of Science in Nursing Program ("BSN") through a coordinated admission process using the procedures set forth in Exhibit 1 ("Dual Admission Program"). Eventual enrollment at UMSON is dependent upon a student meeting criteria for progression to UMSON before the desired date of enrollment at UMSON.
- II. Acceptance of Degrees. In order to matriculate to UMSON, a HCC student must have graduated from HCC with an Associate of Science degree in Nursing and satisfy UMSON's progression criteria and other applicable requirements at the time the student matriculates to UMSON as identified in Exhibit 2. Licensure as a Registered Nurse in the District of Columbia, Maryland or another Compact State must be obtained on or before the end of the first semester of enrollment at UMSON. UMSON shall accept up to 59 transfer credits that will also satisfy General Education Requirements at HCC and UMSON, also identified in Exhibit 2. In addition to transfer credits for completed coursework, UMSON will award students 30 credits toward their BSN upon verification of an active RN license.
- III. Transfer of UMSON Credits to HCC. A HCC student enrolled through the Dual Admission Program without a degree from HCC may transfer UMSON credits back to HCC in accordance with HCC's academic policies and procedures to complete a degree at HCC. The parties will direct students who wish to apply UMSON credits toward obtaining a HCC degree to consult a HCC advisor. Credits to be counted towards the ADN cannot be also counted towards the BSN.
- IV. Enrollment in UMSON BSN Courses Prior to Graduation from HCC. While enrolled in the ADN program at HCC, a student may take UMSON courses under Special Student status to earn credits towards the BSN degree. The parties will direct students who wish to apply UMSON credits toward obtaining a BSN degree to consult a UMSON representative. Credits to be counted towards the BSN cannot be also counted towards the ADN. The procedures for Special Student status are set forth in Exhibit 1 ("Special Student Status").
- V. Applicability. The status afforded to students as contemplated in this Agreement applies only to the Dual Admission Program, courses in the Dual Admission Program, transfer of credits and credentials, and credential requirements in effect as of the Effective Date (as defined in Section XI.). The Dual Admission

Program and the processes and procedures outlined in this agreement are limited to the Dual Admission Program. UMSON and HCC agree that students enrolled in the Dual Admission Program are subject to the respective laws, regulations, practices and policies in effect at the institution the student is attending. Such laws, regulations, practices and policies include, but are not limited to, payment of tuition and fees, grading, appeals of grades, reasonable accommodation and academic misconduct. Each party will bear its own expenses related to resolving grievances and academic matters at its respective institution.

A student will pay regular deposits, tuition and fees set up by the institution in which the student is enrolled. Each institution is responsible for collecting tuition and fees from its students in the Dual Admissions Program according to its own rate structure in place at the time of the students' enrollment at the institution. Each institution is responsible for billing and student accounts for the semester(s) when a student is enrolled at the institution. Financial aid will be administered through HCC prior to a student's enrollment into UMSON's BSN program. After enrollment into UMSON's BSN program, financial aid will be administered through UMSON.

VI. Student Responsibility. Dual Admission Program students must execute a written authorization (a FERPA release) to permit HCC and UMSON to monitor any matter of legitimate educational interest. It is the students' responsibility to ensure that they meet all requirements for successful completion of the Dual Admission Program including the HCC Associate of Science degree in Nursing requirements and all prerequisites for successful enrollment to UMSON as specified in UMSON guidelines <http://nursing.umaryland.edu/academic-programs/undergrad/rn-bsn> . Students must also meet UMSON Technical Standards, enrollment requirements and maintain satisfactory academic standing in courses taken at UMSON.

HCC students are responsible for submitting all forms and materials as required by HCC and UMSON and ensuring that all required materials have been received by UMSON.

Students must comply with the policies and procedures, as well as the academic and non-academic standards of HCC and UMSON during the time students are enrolled in each institution.

VII. HCC and UMSON Responsibilities. Consultation and communication on student progress will be maintained by HCC and UMSON once a FERPA release form is completed by each student.

HCC will provide counseling /advising to students accepted into the Dual Admission Program and evaluate students' performance in accordance with the requirements as stated herein every semester while students are enrolled at HCC. At the end of each semester, HCC and UMSON will provide an overview of students accepted into the Dual Admission Program to include courses completed, GPA, projected semester to matriculate to UMSON, and campus/site selection (Shady Grove site, Laurel site, or Baltimore campus). UMSON will meet with these students in a group on an annual basis. HCC Dual Admission Program students will be invited to visit the Shady Grove site, Laurel site, or Baltimore campuses during UMSON open houses.

UMSON will provide HCC Admissions staff with student progress and BSN completion data for all Dual Admission Program students as well as information supporting the BSN program and, if requested, on-site visits annually.

HCC and UMSON must maintain accreditation by a national nursing accreditation agency recognized by the U.S. Department of Education (USDE). Both programs must be approved by the Maryland Board of Nursing.

VIII. Degrees Awarded. Students will be awarded the Associate of Science degree in Nursing from HCC upon successful completion of all requirements for the ADN degree. Students will be awarded the Bachelor of Science in Nursing degree from UMSON after successful completion of all the requirements for the BSN degree.

IX. Promotion/Publicity. During the term of this Agreement, HCC and UMSON shall develop and agree upon a mutually acceptable marketing and student recruitment plan to promote the Dual Admission Program and inform students of the opportunities available at both institutions under this Agreement. HCC will provide to UMSON its student directory information for promotion of the alliance.

Any and all marketing, promotional, or other materials developed by one party to publicize this Agreement must be reviewed and approved in writing by the other party prior to use of any such materials. Neither party shall use the name or marks of the other party in connection with any product, service, promotion, news release or other publicity, without the prior written consent of the party whose name or marks is under consideration. In all communications, marketing, promotional and other materials related to the Dual Admissions Program, students shall be referred to as dual admission students in the HCC ADN and UMSON BSN programs.

X. Changes in Programs. Notwithstanding anything in this Agreement to the contrary, UMSON and HCC retain the right and the authority to make changes in their respective courses, programs, and credential requirements. The parties shall give each other reasonable notice of changes in their respective courses, programs, and/or credential requirements that may materially affect a student's status, acceptance of degrees, or the transfer of credit as contemplated in this Agreement. A student who is already enrolled in the Dual Admission Program at the time of such changes will have the option to choose whether to follow the existing or new requirements. A student's selection of either option, as well as the student's proposed plan of study, must be approved by representatives of both the HCC and UMSON nursing programs.

The parties shall meet, at least once a year, to review their respective courses, programs, and credential requirements to determine whether this Agreement should be amended to reflect the courses, programs, and credential requirements then in effect at each institution, as well as to determine if there is a need for a cap on enrollment in the Dual Admissions Program.

XI. Term and Termination. The term of this Agreement is one year commencing as of September 1, 2017 ("Effective Date") and ending on August 31, 2018. The term will extend automatically for successive one-year periods.

Either party may terminate this Agreement by providing ninety (90) days prior written notice to the other party.

Provided neither UMSON's nor HCC's programs, courses, or credential requirements have changed such that articulation or the transfer of credit is no longer academically appropriate, UMSON shall accept the transfer of HCC credits and afford the students the status on the terms and conditions of this Agreement for those students who have enrolled in UMSON and remained continuously enrolled at or before termination of this Agreement. Continuous enrollment means enrollment in at least one course at HCC within a two-year period (i.e., six semesters) and enrollment in at least one course every semester during enrollment at UMSON.

XII. General Provisions. This Agreement is subject to applicable policies and procedures promulgated by the Maryland Higher Education Commission regarding the transfer of credits.

All notices under this Agreement must be in writing; delivered in person or by U.S. mail, facsimile, or commercial courier; and addressed as follows:

If to UMSON:
University of Maryland School of Nursing
655 W. Lombard ST., Suite 505
Baltimore, MD 21201

If to HCC:
Harford Community College School of Nursing
401 Thomas Run Rd
Bel Air, MD 21015

Attn:
Jane Kirschling, PhD, RN, FAAN
Dean and Professor

Attn:
Laura Cianelli Preston, MS, RN
Dean of Nursing and Allied Health Professions

Either party may change its respective notice address by providing notice to the other party.

This Agreement integrates the entire agreement of the parties and supersedes any and all prior and/or contemporaneous agreements between the parties, written or oral, with respect to the subject matter of this Agreement. This Agreement may be modified only by a writing signed by both parties.

The laws of the State of Maryland govern interpretation of this Agreement.

Neither party may assign this Agreement, its interest herein, or its rights or obligations hereunder without the prior written consent of the other.

Nothing in this Agreement is intended to constitute a partnership or joint venture between the parties. Nothing in this Agreement is intended to create rights in or benefit any person or entity other than the parties.

[SIGNATURES ON FOLLOWING PAGE]

For: University of Maryland School of Nursing

Jane Kirschling

Jane Kirschling, PhD, RN, FAAN
Dean and Professor

Dec. 15, 2017

Date

Bruce Jarrell

Bruce Jarrell, MD
Executive Vice President and Provost

12/18/17

Date

Jay Perman

Jay Perman, MD
President

12/18/17

Date

For: Harford Community College

Laura Cianelli Preston

Laura Cianelli Preston, MS, RN
Dean of Nursing and Allied Health
Professions

1/10/18

Date

Steven L. Thomas

Steven L. Thomas, PhD
Vice President for Academic Affairs

1.25.2018

Date

Dianna G. Phillips

Dianna G. Phillips, PhD
President

1.25.2018

Date

Exhibit 1: Dual Admission Program

I. **Admissions.** A student may apply for dual admission as early as the time of application to the ADN program at HCC but no later than the end of the fourth semester of enrollment into the ADN program. UMSON will consider for admission into its BSN program HCC students with an overall GPA of 3.0 for higher education course work completed and a 2.75 GPA in any prerequisite science courses taken by the time of admission to HCC's ADN program. UMSON and HCC shall develop and use a coordinated application process ("Dual Application") that will result in the progression of the student to UMSON. A student must complete and submit the appropriate admission paperwork to both HCC and UMSON to HCC. HCC shall forward the application to the Office of Admissions at UMSON. The student is responsible for paying the application fees when applying to HCC and UMSON. Both UMSON and HCC shall identify students enrolled in the Dual Admission Program in their respective student databases.

II. **Progression Process.** Students interested in the HCC and UMSON Dual Admission Program must meet with the HCC nursing advisor to ensure appropriate course scheduling and to specify preferred location for progression into the BSN program. Students must enroll in courses in the nursing plan of study in order to progress to UMSON. Progression to UMSON must be done within the timeframe specified below.

The HCC nursing advisor, in collaboration with the student in the Dual Admission Program, will monitor the process for completing the HCC Dual Admission Program. HCC students must submit all required materials to UMSON no later than December 1st for enrollment in the following fall semester and no later than May 1st for enrollment in the following spring semester. Thereupon, the HCC student will finalize his/her preferred location for attendance- University of Maryland, Baltimore or Universities at Shady Grove, Rockville. All student inquires for information regarding the status of a student's filing for progression should be directed to UMSON Office of Student and Academic Services (OSAS).

Following reviews of the student's materials, UMSON will notify the students whether or not they qualify for provisional acceptance for progression to UMSON BSN program by November 1st for spring enrollment and April 1st for the fall enrollment. Provisional acceptance for progression is granted to students who meet UMSON progression criteria, are completing their remaining studies at HCC, and will complete all prerequisite courses prior to the beginning of the semester offered progression to UMSON. Students pursuing this Dual Admission Program may not have more than 6 outstanding prerequisite courses in their fall or spring semester prior to enrollment to UMSON. Students in the Dual Admission Program must be enrolled in UMSON within three years of their acceptance into HCC's ADN program unless the student falls under the Armed Forces and Sailors Act, with respect to involuntary recall to active duty. In these cases, individual reviews will be made case by case.

HCC students in the Dual Admission Program must notify the UMSON Office of Admissions of their decision to matriculate and pay the required deposit by the date included in the offer of progression letter or the offer of progression will be rescinded.

If students in the guaranteed HCC to UMSON Dual Admission Program do not fulfill remaining progression requirements satisfactorily, UMSON reserves the right to rescind the provisional admission for progression.

III. Special Student Status. HCC students that have successfully met the criteria outlined in Dual Admission Program may enroll in coursework towards the BSN degree at UMSON. HCC students interested in dual enrollment coursework at HCC and UMSON must submit all of the necessary materials to enroll in a course at UMSON and follow the policies and procedure outlined by UMSON, including completion of a course's prerequisite requirements. Special Students will be limited to enrollment in available courses specified by UMSON.

IV. Enrollment in UMSON. A student is eligible for enrollment in UMSON if the student has graduated from HCC with an Associate of Science degree in Nursing with an overall GPA of 3.0, and an overall GPA of 2.75 in the science prerequisites (Principles of Chemistry I, Human Anatomy & Physiology I and II, and Microbiology), and successfully passes the NCLEX licensure exam, prior to the end of the first semester at UMSON, in order to remain in the program.

V. Registration. A student must register through the institution offering the course and pay the appropriate tuition and fees to the institution where registered. The UMSON Undergraduate Catalog and Schedule of Classes will be available on the UMB main website. In order to register as a Special Student in the UMSON the student must have an overall GPA of 3.0 in his/her HCC course work and a GPA of 2.75 in the science prerequisites.

VI. Residency for Tuition Purposes. Residency requirements for each institution shall apply to courses taken at that institution. Initial determination of residency will be made at the time of admission. Verification of residency is the responsibility of each institution.

VII. Advising. General advising for degrees available through the Dual Admission Program will be provided by HCC academic advisors while a student is at HCC and by UMSON while a student is at UMSON.

VIII. Disabled Student Services. All students must meet the technical standards of both HCC and UMSON. Students with disabilities can request reasonable accommodations, and these will be determined on a case by case basis, in order to demonstrate technical standards.

IX. Financial Aid. While a student is at HCC, HCC will issue the student's financial aid. When the student is accepted for enrollment to UMSON's RN-to-BSN, the student's financial aid will be administered through UMSON.

Exhibit 2: Program Requirements
CROSSWALK BETWEEN HCC AND UMSON RN BSN COURSE REQUIREMENTS

HCC Required Courses		Credits	UMB Requirements	Credits
General Education Core				
ENG 101	English Composition	3	English I	3
Elective	Physical Education Elective	1	General Elective	1
SOC 101	Introduction to Sociology	3	Introduction to Sociology	3
PSY 101	General Psychology	3	Introduction to Psychology	3
BIO 203	Anatomy and Physiology I with Lab	4	Anatomy and Physiology I with Lab	4
BIO 204	Anatomy and Physiology II with Lab	4	Anatomy and Physiology II with Lab	4
MAT-101/ 216	Mathematics Elective	3	College Algebra or Statistics	3
HUM	Humanities	3	Humanities	3
HUM	Humanities	3	Humanities	3
REQUIRED COURSES RELATED TO MAJOR				
BIO 205	Microbiology with Lab	4	Microbiology with Lab	4
PSY 214	Human Development Across the Lifespan	3	Human Growth and Development	3
NURS 101	Fundamentals of Nursing	7		
NURS 105	Medical Surgical Nursing 1	4.5		
NURS 110	Mental Health Nursing	3		
NURS 112	Contemporary Issues in Nursing	1		
NURS 210	Medical Surgical Nursing II	4.5		
NURS 212	Leadership in Nursing	1		
NURS 220	Maternal Newborn Nursing	3		
NURS 230	Pediatric Nursing	3		
NURS 211	Medical Surgical Nursing III	9		
			<i>Chemistry with Lab (CHM-1010)</i>	4
			<i>Social Sciences Elective</i>	3
			<i>College Algebra or Statistics</i>	3
			<i>Nutrition (NTR-1010)</i>	3
			<i>English II</i>	3
			<i>General Elective</i>	6
			<i>Humanities</i>	3

	UMB Requirements	Credits
	NURS 450 RN BSN Transition	3
	NURS 452 Nursing Research	3
	NURS 454 PathoAssessment	5
	NURS 460 Nursing Informatics	3
	NURS 462 Nursing Leadership	3
	NURS 467 Public Health Nursing	5
	NURS 418 Elective	3
	NURS 418 Elective	3
	NURS 418 Elective	3
	RN to BSN Credits	31
	Prerequisites completed with AS	34
	Outstanding Prerequisites**	25
	Credits for RN Licensure	30
	Total BSN Credits	120

Notes: Courses shaded in **Green** are courses that meet both the HCC AS and UMSON BSN course requirements, and reflect the “3 Prerequisites completed with the AS”.

The ***bold/italicized*** courses are the remaining prerequisites for the UMSON BSN program.

Courses shaded in **Gray** are HCC Nursing courses.

EXHIBIT 3

DUAL ADMISSION PROGRAM

PREREQUISITES FOR UMSON RN TO BSN COURSES

UMSON	COURSE TITLE	HCC Prerequisites	UMSON Prerequisites
NURS 450 (3 credits)	RN to BSN Transition: Implications for Practice, Policy and the Profession	ENG 101 NURS 101	N/A
NURS 452 (3 credits)	Nursing Research and Evidence Based Care for the Registered Nurse	ENG 101 Statistics Math/Algebra NURS 101 NURS 105	N/A
NURS 454 (5 credits)	Pathophysiologic Implications to Patient Assessment	English 111 Chemistry Microbiology A and P I & II NURS 101 NURS 105	N/A
NURS 460 (3 credits)	Health Informatics for the Registered Nurse	Completion of ADN program and RN licensure	NURS 450 NURS 452 NURS 454
NURS 462 (3 credits)	Nursing Leadership and Management for the Registered Nurse	Completion of ADN program and RN licensure	NURS 450 NURS 452 NURS 454
NURS 467 (5 credits – 3 credits theory, 2 credits which equals 90 practice hours)	Public Health Nursing Essentials for the Registered Nurse	Completion of ADN program and RN licensure	NURS 450 NURS 452 NURS 454
NURS 418* (Elective courses) (3 credits)	Cardiovascular Nursing Care Pain Management	ENG 101 Chemistry Microbiology A and P I & II NURS 105 NURS 210	
NURS 418* (Elective course) (3 credits)	Emergency Nursing Care	ENG 101 Chemistry Microbiology A and P I & II NURS 105 NURS 210	NURS 454

*Three NURS 418 electives are required for the RN to BSN Program. Three elective courses are listed above. Prerequisites for other NURS 418 electives vary by course. Students must have completed at least NURS 105 and NURS 210 to register for any NURS 418 elective. Specific prerequisites for each NURS 418 will be available from the UMSON Office of Registration. Students should contact a UMSON advisor to discuss NURS 418 options.