

**Agreement for Dual Admission  
between  
University of Maryland School of Nursing  
and  
Howard 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 Howard 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 of Arts 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 Arts 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 an HCC advisor.

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 Arts degree in Nursing requirements and all prerequisites for successful enrollment to UMSON as specified in UMSON guidelines <http://www.nursing.umaryland.edu/academics/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 academic 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: University of Maryland, Baltimore, Laurel College Center, Laurel or Universities at Shady Grove, Rockville. 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 Nursing and Allied Health Admissions and Advising 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 Arts 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.

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 notice of changes as soon as possible 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.

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 June 1, 2018 (the "Effective Date") and ending on August 31, 2019. 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 UMSO.

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 US mail, facsimile, or commercial courier; and addressed as follows:

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

If to HCC:  
Health Sciences Building, HS 234  
10901 Little Patuxent Parkway  
Columbia, MD 21044

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

Attn:  
Georgene Butler, PhD, RN  
Professor of Nursing and Dean of Health Sciences

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.


The parties agree that no student shall be discriminated against unlawfully on the basis of age, race, color, creed, gender, sexual orientation, gender identity or expression, religion, national origin, and disability.

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]

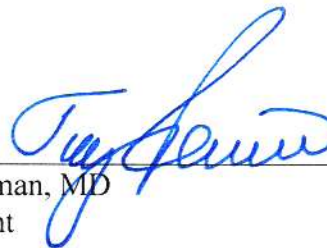
For: University of Maryland School of Nursing

  
Jane Kirschling, PhD, RN, FAAN  
Dean and Professor

July 20, 2018  
Date

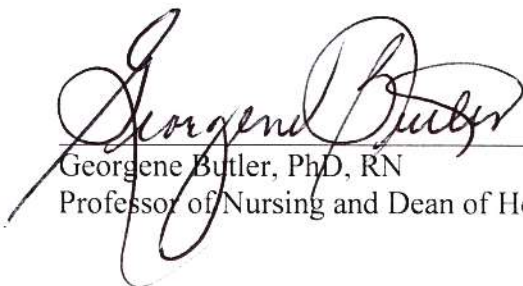
  
Bruce Jarrell, MD  
Executive Vice President and Provost

7/20/18  
Date

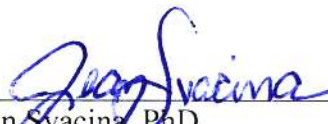
  
Jay Perman, MD  
President

7/23/18  
Date

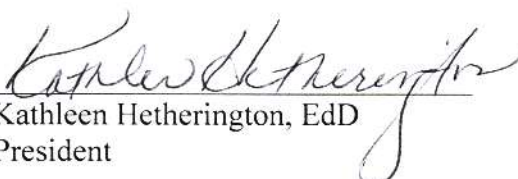
For: Howard Community College

  
Georgene Butler, PhD, RN  
Professor of Nursing and Dean of Health Sciences

July 31, 2018  
Date

  
Jean Svacina, PhD  
Vice President, Academic Affairs

8.1.18  
Date

  
Kathleen Hetherington, EdD  
President

8-2-18  
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 GPA of 2.75 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 HCC nursing advisors 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 advisors, 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 1<sup>st</sup> for enrollment in the following fall semester and no later than May 1<sup>st</sup> for enrollment in the following spring semester. Thereupon, the HCC student will finalize his/her preferred location for attendance: University of Maryland, Baltimore, Laurel College Center, Laurel 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 1<sup>st</sup> for spring enrollment and April 1<sup>st</sup> 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 six 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 the 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 Arts 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 and 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. HCC will serve as the home institution for awarding and disbursing financial aid to students for their courses taken at HCC which apply towards the associate degree. UMSON will serve as the home institution for awarding and disbursing financial aid for UMSON coursework. Since students will not be admitted as regular students to UMSON's program until the associate degree at HCC is completed, students will not be eligible for financial aid at UMSON during the terms of concurrent enrollment at both institutions. The student will be classified at UMSON as a Special Student during those terms. HCC will process financial aid for students during terms of concurrent enrollment for the HCC coursework in which the student is enrolled. UMSON will not process federal or state financial aid for the students during those terms that the student is enrolled in coursework at UMSON as a Special Student while concurrently enrolled in coursework at HCC towards the associate degree.

**Exhibit 2: Program Requirements**

**CROSSWALK BETWEEN HCC AND UMB RN BSN COURSE REQUIREMENTS**

<b>HCC Required Courses</b>		<b>Credits</b>	<b>UMB Requirements</b>	<b>Credits</b>
<b>General Education Core</b>				
ENGL-121	College Composition	3	English I	3
SPCH-101 or SPCH-105 or SPCH-110	Introduction to Communication Public Speaking Interpersonal Communication	3	Humanities	3
HUMN-101	Introduction to Humanities	3	Humanities	3
SOCI-101	Introduction to Sociology	3	Introduction to Sociology	3
PSYC-101	Introduction to Psychology	3	Introduction to Psychology	3
BIOL-107 or BIOL-200	Fundamentals of Microbiology Microbiology	4	Microbiology	3
		4	Microbiology Lab	1
BIOL-203	Anatomy and Physiology I	4	Anatomy and Physiology I	3
			Anatomy and Physiology I Lab	1
CHEM-103	Fundamentals of General Chemistry with lab	4	General Chemistry General Chemistry Lab	3 1
Math 141 or higher	Mathematics Core Course	3	College Algebra, calculus, pre- calculus	3
PSYC-200	Life Span Development	3	Human Growth and Development	3
<b>REQUIRED COURSES RELATED TO MAJOR</b>				
BIOL-204	Anatomy and Physiology II	4	Anatomy and Physiology II	3
			Anatomy and Physiology II Lab	1
NURS-142	Fundamental Nursing Concepts	7		
NURS-143	Concepts of Nursing	8		
NURS-242	Concepts of Nursing II	6		
NURS-243	Concepts of Nursing III	3		
NURS-244	Concepts of Nursing IV	8		
NURS-245	Preparation for Professional Nursing Practice	1		
			<i>English II</i>	3
			<i>Social Sciences Elective</i>	3
			<i>Statistics</i>	3
			<i>Nutrition</i>	3
			<i>Humanities</i>	3
			<i>General Elective</i>	3
			<i>General Elective</i>	4
			<b>UMB Requirements</b>	<b>Credits</b>
			NURS 450 RN BSN Transition	3
			NURS 452 Nursing Research	3
			NURS 454 Patho-Assessment	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
	<b>RN to BSN Credits</b>	<b>31</b>
	<b>Prerequisites completed with AA</b>	<b>37</b>
	<b>Outstanding Prerequisites**</b>	<b>22</b>
	<b>Credits for RN Licensure</b>	<b>30</b>
	<b>Total BSN Credits</b>	<b>120</b>

**Notes:** Courses shaded in **Green** are courses that meet both the HCC AA and UMSON BSN course requirements, and reflect the “37 Prerequisites completed with the AA”.

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

Courses shaded in **Gray** are HCC Nursing courses. Add in each course may satisfy only one requirement.

**EXHIBIT 3  
DUAL ADMISSION PROGRAM**

**PREREQUISITES FOR UMSON RN TO BSN COURSES**

<b>UMSON</b>	<b>COURSE TITLE</b>	<b>HCC Prerequisites</b>	<b>UMSON Prerequisites</b>
NURS 450 (3 credits)	RN to BSN Transition: Implications for Practice, Policy and the Profession	ENGL 121 NURS 142 NURS 143	N/A
NURS 452 (3 credits)	Nursing Research and Evidence Based Care for the Registered Nurse	English 121 Statistics Math/Algebra NURS 142 NURS 143	N/A
NURS 454 (5 credits)	Pathophysiologic Implications to Patient Assessment	English 121 Chemistry Microbiology A and P I & II NURS 143	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	English 121 Chemistry Microbiology A and P I, II NURS 143 NURS 244	
NURS 418* (Elective course) (3 credits)	Emergency Nursing Care	English 121 Chemistry Microbiology A and P I, II NURS 143 NURS 244	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 143 and NURS 244 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.