



Hood College and Hagerstown Community College Transfer Policy Agreement

This Enrollment Agreement ("Agreement") between Hood College, 401 Rosemont Avenue, Frederick, MD 21701 and Hagerstown Community College (hereafter referred to as "HCC") 11400 Robinwood Drive, Hagerstown, MD 21742 is effective Nov. 1, 2018.

Whereas both entities recognize the need and importance of facilitating the transfer of students from HCC to Hood College as these students pursue their educational goals; and

Whereas Hood College and HCC recognize that to enhance students' transition, this Agreement between Hood College and HCC shall be established; and

Whereas Hood College and HCC have entered into this Agreement in the spirit of cooperation, mutually recognizing each other as quality institutions of higher education. An important consideration of this Agreement is to encourage and enable HCC students who transfer to Hood College to complete an associate degree prior to transfer or post-transfer through the reverse transfer program.

Benefits to HCC Students

HCC students with at least 30 credits who enroll full-time at Hood College will be eligible for a transfer merit scholarship based on full-time admission. The scholarship will be renewable for a specific number of semesters, determined at time of admission.

Scholarship Name	Amount	Minimum Required GPA (transferrable courses only)
Leaders' Scholarship	40% of tuition	3.50
Trailblazer Scholarship	33% of tuition	3.00
Recognition Award	25% of tuition	2.50

1. The above scholarship structure is subject to change, please refer to the most recent scholarship levels on the Hood College website (hood.edu/financial-aid/scholarships/for-transfer-students.html)
2. HCC students not already eligible for the Leaders' Scholarship may be considered for an increase to their transfer merit scholarship amount, based on an on-campus interview.
3. HCC students who transfer to Hood College and enroll on a full-time basis will be awarded a special Hagerstown Community College Scholar Scholarship in the amount of \$500 per semester.
4. HCC students will have a designated Transfer Counselor (non-academic) to provide general college information and resources.

Eligibility

To be admitted to Hood College, students must complete the following steps:

- Submit the appropriate online transfer application.
- Submit official transcripts from all post-secondary institutions attended.
- Meet the general transfer requirements as outlined in the Hood College Catalog.

Students interested in the associate degree completion program through reverse transfer of credit must complete a Request Transcript Authorization Form, available on the Hood College Self-Service site.

Responsibilities

HCC will be responsible for

1. Advising all students regarding courses needed to complete an associate degree or coursework needed to complete the reverse transfer program.
2. Notifying students of transfer opportunities to Hood College by posting links to the agreement on the HCC Counseling website (<http://www.hagerstowncc.edu/advisement/transfer>).

Hood College will be responsible for

1. Ensuring that all HCC students who apply for transfer to Hood College are considered on the same basis for admission to competitive programs, registration, financial aid, scholarships, student housing, parking and any other opportunities open to all students.
2. Provide contact and resource information from Transfer Counselor (non-academic) for transition and continuing orientation programs and resources.

Review of the Agreement

Hood College and HCC will review this agreement every three years to make adjustments as deemed appropriate to maintain the integrity and for the improvement of the transfer process and student articulation. Changes will not adversely affect students already enrolled under the provisions of the existing enrollment agreement.

The enrollment agreement will remain in effect until terminated by either party upon written notice. Such notice should be given one year in advance of the date of termination so that students who entered under the enrollment agreement may take advantage of its terms for two years after termination becomes effective.



Andrea Chapdelaine, President
Hood College

11/02/18

Date



James Klauber, President
Hagerstown Community College

10/19/2015

Date