

**Memorandum of Understanding between
Pasco-Hernando State College and New College of Florida
Guaranteed Admission Program**

PURPOSE OF THIS MEMORANDUM

The purpose of this Memorandum of Understanding (MOU) is to memorialize an agreement between Pasco-Hernando State College (PHSC) and New College of Florida (NCF) to ensure qualified PHSC students are guaranteed admission to NCF upon successful completion of an Associate in Arts (AA) degree from PHSC and application for admission to NCF. Students must use a prescribed academic pathway (Pathway) while at PHSC to ensure transfer entrance to associated NCF academic areas of concentration. Each Pathway will describe the curriculum a student must complete while pursuing an AA for a specified area of study at NCF. All Pathways shall be in writing and executed by authorized representatives of PHSC and NCF and shall be incorporated into this MOU as supplemental addenda. Students eligible for the Guaranteed Admission Program (GAP) will be expected to earn an AA degree within eight (8) semesters, not to exceed thirty-two (32) months, from the time the student enrolls at PHSC as a non-high school attending student (Transfer Student), or within four (4) academic years for a dual enrolled high school student (DE Student), and maintains a minimum cumulative college GPA of 3.00.

PURPOSE AND OVERVIEW OF THIS PROGRAM

The primary purpose of the GAP is to increase access for intellectually engaged, high achieving students to enroll and complete degrees at both PHSC and NCF. Further, the GAP will allow for more students within the State of Florida to remain in the state to pursue higher degrees of education to positively impact the state economy. These students will receive support and mentoring to guarantee the applicants' admission to NCF upon completion of an AA at PHSC. The students at PHSC will be closely monitored by academic advisors to ensure proper advisement occurs for coursework necessary to transition to NCF. All Pathway courses should be completed prior to official enrollment at NCF; provided the Pathway courses have been offered at PHSC during the students' enrollment. If PHSC has not offered Pathway courses during the students' enrollment at PHSC, NCF will consider reasonable alternatives on a case-by-case basis.

STUDENT CODE OF CONDUCT

Students shall comply with PHSC Student Code of Conduct while enrolled at PHSC and comply with New College of Florida Code of Conduct when participating in events and activities at New College of Florida

TARGET AUDIENCE

Any PHSC student who is interested in transferring to NCF after completing an AA at PHSC.

COMMITMENTS FROM PHSC

- Identify students who may be interested in NCF.
- Track potential NCF students for the GAP program. NCF and PHSC will obtain student approval to share data for the purposes of recruitment and data tracking to the extent required by law.
- Communicate to students about student engagement opportunities at PHSC and NCF.
- Provide appropriate reports on progress of students - subject to FERPA.
- Advise students appropriately to ensure that necessary coursework is met for admissions into NCF. Total number of credit hours may exceed 60 hours due to prerequisites needed for some courses.

- Refer interested students to either NCF's Transfer Admissions Coordinator for Transfer Students, or freshmen admissions coordinators for DE Students for appropriate admissions advising or questions.

COMMITMENTS FROM NCF

- Provide regular curriculum updates to PHSC.
- Provide PHSC with data on success stories of PHSC GAP transfer students.
- Provide graduation data for GAP students commencing with the graduation of the first cohort of students transferring under this MOU.
- Invite students to attend information sessions with details on NCF's admissions process and points of contact.
- Offer in-person and on-line advising sessions for PHSC students in the GAP Program.
- Provide welcome/encouragement letter to students that have self-identified as pursuing GAP admission.
- Encourage GAP students to attend activities (academic/social programming) to make connections with NCF students.
- Admit students who have satisfied the requirements outlined herein, who apply as a Transfer Student to NCF.
- Award to each PHSC student admitted to NCF one or more annually renewing scholarship in an amount consistent with NCF's scholarship guarantee programs and their established associated policies for the student's enrollment term and status as a Transfer Student.
- Award the Phi Theta Kappa Scholar Award to all Phi Theta Kappa AA graduates from PHSC; subject to availability of the scholarship.
- Provide information about this GAP in denial letters to all prospective freshmen students who reside in PHSC serving counties.

REVERSE TRANSFER

NCF will identify students transferring without the AA from PHSC, track progression, and once appropriate coursework has been completed, share student data with PHSC to allow the AA degree to be awarded.

TERM OF THIS MOU

This MOU shall take effect on May 1, 2023 and remain in place for one (1) year. It shall automatically renew on an annual basis unless either institution provides the other institution written notice no later than one hundred twenty (120) days prior to the expiration of the preceding term that it wishes to terminate this MOU. If either institution fails to follow the terms and conditions of the MOU, as set forth herein, the other institution has the right to terminate this MOU immediately upon written notice. If this MOU is terminated, the status of the students matriculated, enrolled, or accepted in programs contemplated under this MOU shall not be affected.

OPERATIONAL DETAILS

- PHSC and NCF will meet to review this MOU and make appropriate amendments and/or addenda when either party identifies a need to do so.
- PHSC and NCF academic administrators will communicate annually and may meet to address the unique academic needs of both institutions. Administrators or designees will review regional academic programming needs and plans with a particular focus on baccalaureate degree offerings.
- PHSC and NCF will identify members in their respective institutions to monitor the progress of the students and the program.

- **Pathway Modifications:** If either institution requests a change to a Pathway, the institutions will cooperate to develop and execute a new Pathway.
- **Marketing:** Advertisements, press releases, flyers and other print or electronic publicity created and disseminated by each institution regarding programs or activities related to this MOU shall be approved in advance by designated representatives of both parties. Neither party will use any other party's trademarks, trade names, service marks, service names, brand names, domain names, URL's or Logo's or any other licensed mark or intellectual property in any manner without the prior written consent from such party of such use.
- **Governing Law and Compliance:** The parties agree that this MOU and agreement will be governed and construed in accordance with the laws of the state of Florida as well as all applicable federal laws and rules and regulations of the Board of Governors and the State Board of Education; and agree to comply with same in the performance hereof.
- **Independent Contractor:** The parties expressly intend that as to this Agreement, the parties are independent contractors and have no relationship other than the one created by this Agreement, and that the parties shall not receive any benefits other than those expressly provided herein. This Agreement does not constitute a joint venture or partnership between the parties. The parties expressly intend that no agent, servant, contractor, or employee of one party shall be deemed an agent, servant, contractor, or employee of the other party.
- **Severability:** If any term or other provision of this Agreement is invalid, illegal or incapable of being enforced by any rule of law or public policy, all other conditions and provisions of this Agreement nevertheless shall remain in full force and effect so long as the economic or legal substance of the transactions contemplated hereby is not affected in any manner adverse to any party.
- **Entire Agreement:** This Agreement represents the entire understanding of the parties with reference to the matters set forth herein. This Agreement supersedes all prior negotiations, discussions, correspondence, communications, and prior agreements among the parties relating to the subject matter herein.

In witness whereof, the parties hereto have caused this MOU to be duly executed and delivered by their respective officials thereunto duly authorized as of the date last written below.

Pasco-Hernando State College

By: 

Title: Dr. Timothy Beard, President

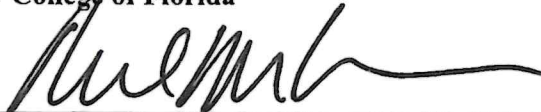
On: 4/25/2023

By: 

Title: John Mitten, District Board of Trustees, Chair

On: 4/25/2023

New College of Florida

By: 

Title: Richard Corcoran, Interim President

On: 4/25/23

By: 

Title: Dr. Bradley Thiessen, Provost

On: 4/25/2023

Legal Language Approved by PHSC
Legal Counsel
Initials PAN Date 4/25/2023