

**Memorandum of Understanding between
Polk 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 Polk State College (Polk State) and New College of Florida (NCF) to ensure qualified Polk State students are guaranteed admission to NCF upon successful completion of an Associate of Arts (AA) degree from Polk State and application for admission to NCF. Students will use a prescribed academic pathway (Pathway) while at POLK STATE to ensure transfer entrance to associated NCF academic areas of concentration. Each Pathway will describe the curriculum a student should complete while pursuing their AA for a specified area of study at NCF. All Pathways shall be in writing and executed by authorized representatives of Polk State 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 POLK STATE as a non-high school attending student (Transfer 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 Polk State 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 their admission to NCF upon completion of an AA at Polk State. The students at Polk State will be closely monitored by academic advisors to ensure proper advisement occurs for coursework necessary to transition to NCF. All Pathway courses shall be completed prior to official enrollment at NCF; provided, the Pathway courses have been offered at Polk State during the students' enrollment. If Polk State has not offered Pathway courses during the students' enrollment at Polk State, NCF will consider reasonable alternatives on a case-by-case basis. Polk State students shall be held to the standards of each institution's Student Code of Conduct and Honors Code.

TARGET AUDIENCE

Any POLK STATE student who is interested in transferring to NCF after completing an AA at Polk State.

COMMITMENTS FROM POLK STATE

- Identify students who may be interested in NCF.
- Track potential NCF students for the GAP program.
- Communicate to students about student engagement opportunities at Polk State and NCF.
- Provide appropriate reports on progress of students - subject to FERPA.
- Advise students appropriately to ensure that necessary coursework is met for admission into NCF.
- 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 Polk State.
- Provide POLK STATE with data on success stories of Polk State 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 Polk State 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 or DE Student to NCF.
- Award to each Polk State 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 either a Transfer or DE Student.
- Award the Phi Theta Kappa Scholar Award to all Phi Theta Kappa AA graduates from Polk State, subject to availability of the scholarship.
- Provide information about this GAP in denial letters to all prospective freshmen students who reside in Polk State serving counties.

REVERSE TRANSFER

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

TERM OF THIS MOU

This MOU shall take effect on slu, 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

- Polk State and NCF will meet to review this MOU and make appropriate amendments and/or addenda when either party identifies a need to do so.
- Polk State 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.
- Polk State and NCF will identify members in their respective institutions to monitor the progress of the students and the program.
- If either institution requests a change to a Pathway, the institutions will cooperate to develop and execute a new Pathway.
- 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.
- 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.

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.

Polk State College

By: 

Title: Dr. Angela Garcia Falconetti, President

On: May 9, 2023

By: 

Title: Dr. Mary C. Clark, VP Institutional Effectiveness, Accreditation, & Research

On: May 9, 2023

New College of Florida

By: 

Title: Richard Corcoran, Interim President

On: 5/11/2023

By: 

Title: Dr. Bradley Thiessen, Provost

On: 5/11/2023