MEMORANDUM OF UNDERSTANDING BETWEEN AMERICAN PUBLIC UNIVERSITY SYSTEM AND GERMANNA COMMUNITY COLLEGE

THIS MEMORANDUM OF UNDERSTANDING (this “MOU”) is made and entered into this October 1, 2012 by and between Germanna Community College (GCC), and American Public University (“APUS”) (individually a “Party” and collectively the “Parties”).

DESCRIPTION OF THE PARTIES

American Public University System includes American Public University (APU) and American Military University (AMU) and serves over 100,000 learners worldwide. APUS’s relevant curriculum, affordability, and flexibility help students pursue degrees in subjects ranging from homeland security to management and liberal arts. American Public University System is regionally accredited by the Higher Learning Commission (HLC) of the North Central Association. The APUS mission includes expanding access to higher education and preparing graduates for service and leadership in a diverse, global society.

Germanna Community College........

AGREEMENT

APUS and Germanna Community College hereby agree as follows:

1. American Public University System and Germanna Community College will maintain the integrity of their separate programs and enter into this agreement as equal partners.

2. Advising of Germanna Community College students – Advising of GCC students regarding admission and program requirements to APUS will be the responsibility of the regular advising staff at GCC and APUS. APUS will designate one or more points of contact to respond to advising questions from GCC advisors. GCC will monitor the academic performance of their students enrolling under this agreement, and identify problems that may interfere with the successful transfer student to APUS.

3. On-Site Outreach – APUS will arrange with GCC to meet and make contact with potential GCC transfer students at a minimum of two times annually. GCC will provide an appropriate location for presentations and advising.

4. Communication – GCC and APUS agree to cooperate in communicating with each other and with their common and respective publics concerning the established relationship between the two institutions.
   a. Any marketing of the MOU will be subject to the prior approval of both parties.
   b. Each institution will assume responsibility for appropriate marketing to reach their respective student and faculty populations.
   c. Each institution will designate a marketing point of contact.
d. APUS will not market or promote to GCC students any lower division courses that GCC is scheduled to teach during the period of the MOU.

e. Faculty and staff at both institutions will communicate information about this agreement to students and prospective students.

f. GCC may provide at its website, a link to the APUS website and APUS will provide a link to GCC website.

g. Representatives from APUS and GCC will meet annually to exchange updated degree requirements, admissions, and transfer information to be used the subsequent academic year. Each institution will notify the other of any contemplated planned changes that would affect the future of this agreement.

5. **Exchange of Student Information** – APUS and GCC agree to exchange transfer information for the purpose of monitoring and enhancing student academic success. The information may also be used to enhance curricular offers. At no time will Family Education Rights and Privacy Act (FERPA) regulations or requirements be violated. In particular, the Institutional Research and Assessment Office of APUS will provide yearly statistical and global data to GCC for the achievement of transfer students from GCC: GPA, success in course completion after the first semester.

6. **Concurrent Enrollment** - Students may concurrently take courses at both institutions, as well as have access to advising and other services at both institutions, although the transfer block credit cannot be awarded until after the student submits an official transcript from GCC showing an eligible conferred degree. Students will complete all transfer requirements at GCC and APUS will not compete with the college for undergraduate courses.

7. **Financial Aid** - Federal regulations require that students receive financial aid from only a single college from which courses are taken during a given quarter or semester. Advisors should recommend that financial aid recipients take all their courses at either APUS or GCC. If a student attends both institutions in a single semester, financial aid may be granted from only one institution.

8. **Eligibility**
   a. Students who were conferred a designated transfer AA or AS degree by GCC on or after May 1, 2012 and enrolled at APU into an eligible Baccalaureate degree without selecting a concurrent minor or certificate
   
   b. Only GCC students who are admitted to APU on or after October 1, 2012 are eligible for this block agreement. Students already enrolled at APU prior to October 1, 2012 are not eligible for the block transfer.
   
   c. GCC students are eligible for this block transfer agreement regardless of where they completed all of their previous courses for their GCC degree, as long as an eligible degree was earned from GCC per the eligibility requirements above

9. **Award**
   a. Eligible GCC graduates will be granted junior status at APU and the degrees will transfer as a block.
   
   b. GCC students transferring under a block agreement are not eligible for any other transfer credit outside of the block award, and will not receive course credit to
fulfill any specific course requirements outside of the block award, regardless of what courses student previously completed.

b. Any program academic changes made by APU will not affect GCC students CURRENTLY ENROLLED at APU at the time of the program change and they will be subject to original requirements that were in effect at the time the student enrolled in an APU program.

10. Graduate Book Grant – APUS will extend to any partner college’s full-time employees a graduate studies book grant.

11. Length of Agreement – This agreement will become effective upon the execution of signatures by the responsible authority for each institution and will last for a maximum of three (3) years, after which time both institutions will undertake renegotiations of the agreement.

a. Both APUS and GCC agree to provide written notice of at least one full academic year in advance of termination.

b. APUS reserves the right to alter the format of the transfer block, based on a change of APU program requirements, as long as the GCC graduate is awarded 61 hours upon transferring to APU.
In Witness whereof, the Parties hereto have executed this MOU as of the date first mentioned above by their authorized representatives.

Germanna Community College

By:

Name:
Title: President
Date:

American Public University System

By:

Name: Wallace E. Boston, Jr., Ed.D
Title: President and CEO
Date:
## GERMANNA COMMUNITY COLLEGE-APU Degree Transfer Eligibility

<table>
<thead>
<tr>
<th>APU DEGREE</th>
<th>Eligible GERMANNA COMMUNITY COLLEGE Degree</th>
<th>Hours Awarded*</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Studies</td>
<td>Any AA&amp;S or AS Degree</td>
<td>61</td>
</tr>
<tr>
<td>Intelligence Studies</td>
<td>Any AA&amp;S or AS Degree</td>
<td>61</td>
</tr>
<tr>
<td>Management</td>
<td>Any AA&amp;S or AS Degree</td>
<td>61</td>
</tr>
<tr>
<td>Retail Management</td>
<td>Any AA&amp;S or AS Degree</td>
<td>61</td>
</tr>
<tr>
<td>Security Management</td>
<td>Any AA&amp;S or AS Degree</td>
<td>61</td>
</tr>
<tr>
<td>Information Systems Security</td>
<td>Any AA&amp;S or AS Degree</td>
<td>61</td>
</tr>
<tr>
<td>Sports and Health Sciences</td>
<td>Any AA&amp;S or AS Degree</td>
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<tr>
<td>Reverse Logistics Management</td>
<td>AA&amp;S Business Administration</td>
<td>63</td>
</tr>
<tr>
<td>Transportation &amp; Logistics Management</td>
<td>AA&amp;S Business Administration</td>
<td>63</td>
</tr>
</tbody>
</table>

* Students must select remaining courses at APU at the upper level (300-499)*