

**COLLEGE OF SOUTHERN MARYLAND  
AND COPPIN STATE UNIVERSITY  
GUARANTEED ADMISSION AGREEMENT**

**PREFACE**

Coppin State University (CSU) welcomes students from College of Southern Maryland (CSM) into our community of learners. The Guaranteed Admission Transfer Agreement is designed to facilitate CSM students' ease of transfer to CSU. This Agreement supersedes any other general admissions agreement signed between CSM and CSU.

Under this Agreement, CSM students graduating with any CSM Associate in Arts (A.A.), Associate in Science (A.S.), Associates of Arts in Teaching (A.A.T), Associates of Science in Engineering (A.S.E.) or Associate of Applied Science (A.A.S.) degree program will be eligible for the Guaranteed Admissions program.

Students must:

1. Submit the CSU Application for Admission at least six months prior to the start of the semester he/she wishes to transfer to Coppin State University.
2. Satisfy all other CSU admissions requirements, which are available on the College website at [www.coppin.edu](http://www.coppin.edu) or by contacting an admissions counselor at Coppin State University.
3. Graduate from CSM with a minimum cumulative grade-point average (GPA) of 2.0.
4. Recognize that grades of "0" or better will transfer. However, courses with a "D" grade may or may not count toward a major.
5. Understand that there is no residential living requirement for incoming students, though transfer students may request on-campus housing if they wish.
6. Understand that CSU will accept up to 70 transferable credits.
7. Understand that students with at least 60 transferable credits will enter with junior status.
8. Understand that if they were previously enrolled at CSU, they are not eligible for this agreement.
9. Submit CSM transcripts along with transcripts from any other colleges they may have attended prior to attending CSM.
10. Understand that for some professional programs, there is a secondary admissions process, and that admission to CSU does not guarantee admissions to a specific program

To benefit from the Guaranteed Admissions program, students must enroll in CSU within one year of graduating from CSM without attending another institution of higher education.

CSU welcomes International Students to apply to the College. Additional admission materials will include the Test of English as a Foreign Language (TOEFL) and AACRAO, WES or ECE transcript evaluations if applicable. Please check the College website at [www.coppin.edu](http://www.coppin.edu) for details.

The Guaranteed Admission program is also available for part-time students.

**QUALIFICATIONS FOR THIS AGREEMENT**

Students interested in the Guaranteed Admission program are encouraged to consult with a Transfer Coordinator at CSM and the Transfer Coordinator at CSU to assist in choosing courses which will meet the requirements in the declared major. Transcripts will be evaluated on a preliminary basis by a representative from the CSU Admissions Office prior to application upon request.

## **OBLIGATIONS OF COPPIN STATE UNIVERSITY**

To facilitate the transfer of CSM graduates to CSU in accordance with the foregoing, CSU agrees to the following:

1. To attend regularly scheduled "transfer" programs at CSM.
2. To invite CSM students to information/advising meetings with CSU faculty and staff on a regular basis at both CSM and CSU in order to facilitate smooth curricular and co-curricular integration to Coppin State University.
3. Those students entering fulltime study at CSU are eligible to be awarded academic scholarships and/or grants as any other student entering the University within the same semester.

Scholarships are renewable on an annual basis and students must meet with a Financial Aid advisor from CSU for additional information. CSU offers a variety of scholarships and grant awards. These opportunities include merit-based and need-based aid and grants. Sources of these awards include CSU, private donors, as well as federal and state programs.

4. To ensure that incoming students will be provided with CSU financial aid information and receive full consideration for CSU financial aid, in addition to appropriate scholarships and grants listed above, upon matriculation at Coppin State University.
5. To ensure that CSM graduates entering CSU under the terms of this Agreement go through CSU's normal transfer admissions process, including meeting all applicable CSU requirements and deadlines pertaining to application for admission, orientation and registration, and payment of tuition and fees. They will abide by the policies and procedures, and any revisions thereof that apply to all CSU students. Incoming matriculated students will have all the rights and privileges of other CSU students.
6. To continue working with CSM on program-to-program curriculum articulation agreements that specify for CSM transfer students the CSM courses that satisfy major requirements required for degree completion at CSU.

## **OBLIGATION OF THE COLLEGE OF SOUTHERN MARYLAND**

- I. CSM agrees to publicize this agreement to prospective and current CSM students in its promotional literature, and make arrangements for CSU recruiters and advisors to visit CSM.
2. Provide CSU with a list of CSM graduates.

## **JOINT OBLIGATIONS**

1. To consult with each other through appropriate channels prior to implementing major changes in policy or curricula that directly affect students transferring under the terms of this Agreement, and keep each other informed of any changes of policy or curricula that affect those students. Both CSU and CSM will review this Agreement on a regular basis and make any changes upon mutual agreement, as needed. Such changes will be effective when both CSM and CSU sign the revised document.
2. Students are required to graduate from CSM with a minimum GPA of a 2.0. Courses with grades

of "D" or better will be brought into CSU as transfer credits. However, many majors require a minimum grade of "C" or better for courses that fulfill major requirements.

3. To collaborate in providing students with information and academic advising both from CSU and CSM. CSU will make available contact information for questions about Coppin State University's academic requirements, Core Curriculum requirements, degree requirements, and the process of transferring to CSU.
4. To jointly agree to develop and implement advertising and promotional efforts to communicate the benefits of Guaranteed Admission transfer.
5. To exchange data and documents on a regular basis that will contribute to the maintenance and improvement of the arrangement, enhance the transfer process, and promote effective cooperation between institutions. These will consist of data about individual transfer students, including admissions information and grades, and reports on the results of program reviews, assessments of students' learning, and decisions of curricula and other committees.
6. This Agreement may be updated (by means of addenda), upon mutual agreement by appropriate officials of the two institutions, to allow for additional curriculum articulation sheets accommodating course equivalencies for specific major(s)/minor(s)/certificate program(s). This Agreement sets forth the entire understanding of the parties with respect to the subject matter hereof and supersedes all prior understandings, memos, writings or agreements of the parties with respect to the subject matter hereof. Any waiver by a party of any of its rights or of the other party's obligations must be in writing.
7. To provide, when available, direct links between the CSU and CSM websites when applicable.

#### REVISIONS, RENEWAL AND TERMINATION OF THIS AGREEMENT

The CSU Vice President for Academic Affairs and the appropriate officers at CSM are responsible for identifying and communicating to each other changes in the policies or requirements of their respective institutions that affect this Agreement.

This Agreement will be in effect, as of the date of its signing, for students entering CSU fall semester 2015 or after. It will be reviewed on a regular basis by the appropriate parties at each institution and will be renewed automatically until superseded by new Agreements or formally terminated. Either institution may terminate this Agreement at any time by written notice at least one year in advance of the effect date of termination. Should this Agreement be terminated, it is understood that the termination will not apply to students already accepted to CSU under the terms of this Agreement.


The willingness of both institutions to enter this Agreement in order to facilitate the transfer of students from CSM to Coppin State University, and to expand their opportunities for academic success there, is indicated by the following signatures. The undersigned representatives of the parties, College of Southern Maryland and Coppin State University, have executed this Agreement on the dates indicated:

College of Southern Maryland

  
Bradley M. Gottfried, Ph.D.  
President

6-9-15  
Date

Coppin State University

  
Mortimer H. Neufville, Ph.D.  
President

6/24/15  
Date

Eileen Abel 6-8-15  
Eileen Abel, Ph.D. Date  
Vice President of Academic Affairs

Sadie R. Gregory 6/24/15  
Sadie R. Gregory, Ph.D. Date  
Provost and Vice President for Academic

Bill Corney 6-8-15  
Bill Corney, Ed.D. Date  
Vice President of Student and Instructional  
Support Services

Troy A. Miller 6/24/15  
Troy A. Miller Date  
Associate Vice President for Enrollment