

## **A. James Clark School of Engineering Transfer Opportunity Program Wor-Wic Community College ENTRY Program**

The purpose of this agreement is to establish a transfer student pathway aimed at recruiting and retaining talented students from Wor-Wic Community College into the A. James Clark School of Engineering.

Wor-Wic Community College, a community college in the state of Maryland, and the University of Maryland A. James Clark School of Engineering (the University of Maryland will hereafter be referred to as UMD) agree to offer a structured pre-transfer advising program to transfer and, upon completion of all requirements, the award of a Bachelor of Science.

Provisions set forward by former agreements, including the Code of Maryland Regulations (COMAR), University System of Maryland (USM), Maryland Transfer Advantage Program (MTAP), and the AS (Associate of Science) degree will take precedence over any provision outlined in this agreement.

The A. James Clark School of Engineering Transfer Opportunity Program (hereafter referred to as ENTRY) is designed to provide structured pre-transfer advising to students throughout their community college enrollment. Key elements of the program include:

1. A minimum of two pre-transfer advising appointments with the transfer advisor in the A. James Clark School of Engineering (one appointment upon enrolling in ENTRY and one appointment in the semester prior to transfer).
2. Optional advising session with the community college
3. Ongoing advising support for all students participating in the ENTRY Program.
4. Targeted email communication regarding key transfer information (e.g., MTAP information, application deadline reminders, scholarship information, internship information, etc.).
5. Coordination between the community college and A. James Clark School of Engineering designed to support students in their transition to the four-year school.

In order to be eligible for ENTRY, students must have earned their high school diploma or GED equivalent and must have matriculated to Wor-Wic Community College. Students may apply to ENTRY as early as their first semester at the community college and should apply no later than their second-to-last semester at the community college. Applications may be submitted on a rolling basis.

### **Purpose of the Agreement**

This agreement is entered into in the interests of our students. The general purpose of this agreement is to clarify the transfer process through a structured pre-transfer advising program. This agreement will outline institutional responsibilities in order to support the transfer of students between campuses. This agreement will set expectations for administrators, faculty

and staff at all entities involved and foster a working relationship between the parties. Finally, it will encourage students to continue their education for their personal and professional development.

### **ENTRY Program Terms & Administrative Principles**

The following general principles guide the operation of this agreement:

1. This program is designed for all prospective students pursuing engineering at Wor-Wic Community College. Students will be advised on opportunities and pathways leading to all A. James Clark School of Engineering programs (including those located in College Park, Shady Grove, and the University System of Maryland in Southern Maryland).
2. Students are invited to apply to participate in ENTRY as early as their first semester at Wor-Wic Community College. Applications may be submitted on a rolling basis in order to grow the pool of students interested in pursuing a degree in Engineering and encourage students to take advantage of the pre-transfer advising resources available on both Wor-Wic Community College and the UMD campus.
3. Students participating in the ENTRY Program will meet with the UMD Engineering transfer advisor at least twice during their participation in the program. The first meeting will take place during their first semester in ENTRY and the second meeting will take place at least one semester prior to when students plan to submit their transfer application to UMD. The UMD Engineering transfer advisor will lead all outreach with students and will coordinate to schedule appointments with students via Zoom and/or in-person.
4. Where qualified, students will participate in the Maryland Transfer Advantage Program (MTAP), a partnership between Wor-Wic Community College and UMD. In order for students to benefit from the MTAP agreement, students must be enrolled in MTAP for at least one semester prior to application for transfer. All provisions set forward by MTAP supersede any provision set in this agreement.
5. Students intending to transfer should apply for admission by the Early Action deadline for the semester for which they intend to enroll.
6. Wor-Wic Community College and UMD will collaborate on recruitment events and marketing materials to ensure consistent messaging to students. Marketing materials must be approved by a representative from each entity.
7. By July 1st of each academic year, Wor-Wic Community College and UMD will finalize a suggested transfer sequence that will be published on the UMD website. Wor-Wic Community College may then link this information directly to their website.

8. All entities involved will cooperate toward developing, disseminating, and presenting the program information to students.
9. Early transfer advice (prior to Wor-Wic Community College degree completion) will be pre-approved by Wor-Wic Community College and reverse transfer plans will be established in conjunction with the UMD's representative and Wor-Wic Community College.
10. Wor-Wic Community College will permit UMD to conduct on-campus and/or online information sessions at locations and on dates that are mutually agreeable.
11. Wor-Wic Community College will allow UMD to distribute or place materials at campus information distribution points that will be mutually agreeable to both parties (e.g., kiosks, central information desks, bulletin boards, etc.).
12. Wor-Wic Community College and UMD agree to monitor the performance of this agreement and to revise it as necessary.
13. Representatives from Wor-Wic Community College and UMD will meet by June 30th of each year to discuss various topics that include, but are not limited to:
  - a. Any upcoming curricular changes
  - b. Performance of students participating in the program
14. This agreement becomes effective on the date of the last signature. This agreement will be reviewed biennially, and appropriately updated as needed.

**IN WITNESS THEREOF, WOR-WIC COMMUNITY COLLEGE HAS CAUSED ITS NAME TO BE SIGNED HERETO BY ITS DULY AUTHORIZED SIGNATORY AND UNIVERSITY OF MARYLAND COLLEGE PARK HAS CAUSED ITS NAME TO BE SIGNED HERETO BY ITS DULY AUTHORIZED SIGNATORY.**

Wor-Wic Community College

By   
Dr. Kristin L. Mallory, Vice President for Academic Affairs

Date 5/2/2023

University of Maryland, College Park

By   
Dr. Jennifer King Rice, Senior Vice President and Provost

Date 6/15/2023

A. James Clark School of Engineering

By Samuel Graham, Jr. Date \_\_\_\_\_  
Dr. Samuel Graham, Jr., Dean







# UMD A. James Clark School of Engineering\_Wor-Wic Community College - ENTRY Pre-Transfer Agreement

Final Audit Report

2023-05-18

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