

**MEMORANDUM OF UNDERSTANDING BETWEEN THE UNIVERSITY OF MARYLAND EASTERN SHORE
AND WOR-WIC COMMUNITY COLLEGE**

**University of Maryland Eastern Shore School of Pharmacy Transfer Opportunity Program and Wor-Wic
Community College PATH 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 Doctor of Pharmacy program at University of Maryland Eastern Shore.

Wor-Wic Community College (hereafter referred to as WWCC) and the University of Maryland Eastern Shore Doctor of Pharmacy program (hereafter referred to as UMES) agree to offer a structured pre-transfer advising program leading to transfer and, upon successful completion of all requirements, the award of a Doctor of Pharmacy.

Provisions set forward by former agreements, including the Code of Maryland Regulations (COMAR) and University System of Maryland (USM) will take precedence over any provision outlined in this agreement.

The UMES Transfer Opportunity Program (hereafter referred to as PATH) 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 Doctor of Pharmacy program (one appointment upon enrolling in PATH and one appointment in the semester prior to transfer).
2. Optional pre-transfer advising appointments with an academic advisor at WWCC.
3. Ongoing advising support for all students participating in the PATH program.
4. Targeted email communication regarding key transfer information (e.g., application deadline reminders, scholarship information, internship information, etc.).
5. Coordination between WWCC and UMES designed to support students in their transition to the four-year school.

In order to be eligible for PATH, students must have earned their high school diploma or GED equivalent and must have matriculated to WWCC. Students may apply to PATH 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.

PATH Program Terms & Administrative Principles

The following general principles guide the operation of this agreement:

1. This program is designed for all prospective students pursuing pre-pharmacy at WWCC. Students will be advised on opportunities and pathways leading to the Doctor of Pharmacy at UMES.
2. Students are invited to apply to participate in PATH as early as their first semester at WWCC. Applications may be submitted on a rolling basis in order to grow the pool of students interested in pursuing a Pre-Professional Health Science: Pharmacy Concentration degree and encourage students to take advantage of the pre-transfer advising resources available on both the WWCC and UMES campuses.
3. Students participating in the PATH program will meet with the UMES Pharmacy transfer advisor at least twice during their participation in the program. The first meeting will take place during their first semester in PATH and the second meeting will take place at least one semester prior to when students plan to submit their transfer application to UMES. The UMES Pharmacy transfer advisor will lead all outreach with students and will coordinate to schedule appointments with students via Zoom (or other virtual platform) and/or in-person.
4. Students intending to transfer should apply for admission by the Early Action deadline for the semester for which they intend to enroll.
5. WWCC and UMES 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.
6. WWCC may link the transfer pathway information directly to their website.
7. With the written consent of the student(s), WWCC will provide contact information to the designated Pharmacy transfer advisor at UMES for students who are interested in pursuing Pharmacy programs at UMES. This information will be shared by February 1st each year. The WWCC student(s) must complete the appropriate paperwork with the WWCC registrar in order for this information to be released to the representative from UMES.
8. WWCC will provide contact information for graduates of WWCC's Associate of Science in Chemistry Pre-Pharmacy Transfer program by **June 15th** (for spring graduates) and **September 30th** (for summer graduates). UMES will designate an appropriate person to receive this information. The representative from UMES must complete appropriate paperwork with the WWCC registrar in order to receive this information.
9. All entities involved will cooperate toward developing, disseminating and presenting the program information to students.
10. Early transfer advice (prior to WWCC degree completion) will be pre-approved by WWCC's director of advising and title III and reverse transfer plans will be established in conjunction with the UMES's representative and the WWCC director of advising and title III.
11. WWCC will permit UMES to conduct on-campus information sessions at locations and on dates that are mutually agreeable.

- 12. WWCC will provide appropriate accommodations for the UMES recruiter to meet with students in a confidential environment. The representative from UMES should coordinate with the WWCC director of advising and title III to schedule these events. UMES will need to contact the WWCC director of advising and title III at least one month prior to their desired visit to campus to coordinate the visit.
- 13. WWCC will allow UMES 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.).
- 14. WWCC and UMES agree to monitor the performance of this agreement and to revise it as necessary.
- 15. Representatives from WWCC and UMES 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
- 16. This agreement will be reviewed biennially, and appropriately updated as needed. The term of the agreement is valid for four years and shall take effect upon signing by the parties' authorized representatives.

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



 Dr. Heidi M. Anderson
 President
 University of Maryland Eastern Shore

08 / 15 / 2023

 Date



 Dr. Rondall Allen
 Provost & Vice President for Academic Affairs
 University of Maryland Eastern Shore

08 / 15 / 2023

 Date



 Dr. Ray Hoy
 President
 Wor-Wic Community College

8/11/2023

 Date



 Dr. Kristin L. Mallory
 Vice President for Academic Affairs
 Wor-Wic Community College

8/10/23

 Date

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COMPLETED

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The document has been completed.