



Honors Academic Partnership Memorandum of Understanding



**Between the Honors Transfer Council of California
and Mount Saint Mary's University Los Angeles**

Goals

1. Develop a strong relationship between Mount Saint Mary's University Los Angeles (MSMU) and the Honors Transfer Council of California (HTCC).
2. Foster collaboration between Mount Saint Mary's University Los Angeles and HTCC member colleges.
3. Encourage HTCC honors students to explore the opportunities available to them at MSMU.
4. Promote academic preparation and transfer planning between HTCC colleges and MSMU.

Commitment by Mount Saint Mary's University Los Angeles

1. Subject to the terms and conditions set forth below for the specific major fields of study identified below guarantee fall or spring admission for community college students from any HTCC community college who meet MSMU's then current requirements for transfer, properly apply to Mount Saint Mary's University prior to the transfer application deadline, and complete the honors/scholars program at that college. Coursework for majors with additional requirements and considerations may be in progress in the current term as long as all previous requirements have been met.
 - a. This partnership includes the pre-nursing major but not the BSN program.
 - b. Admission to the Music major is not guaranteed and requires audition.
2. International applicants must demonstrate proficiency in English per current MSMU requirements.
3. Waive the application fee for any eligible student who applies to MSMU and has met all the requirements above.
4. Within one week of an announcement of admission, provide students with a preliminary evaluation of transferable credit and progress toward satisfying General Education requirement.
5. Within two weeks of an announcement of admission (beginning in January of that school year), provide information regarding financial awards and cost of attendance, providing the student has met appropriate deadlines in submitting financial information.

6. Accept either IGETC or CSU-GE certification as fulfillment of the first two years of MSMU's LACE General Education requirements.
7. Provide the Phi Theta Kappa Scholarship and Dean's Transfer Scholarships to eligible transfer students.
8. Consider HTCC students from richly diverse backgrounds for the Equity, Diversity and Justice Leadership Scholars Program.
9. Designate admissions liaison to HTCC and member colleges. The initial liaison will be Marissa Acedo.

Commitment by HTCC Member Colleges Seeking to Participate in this Partnership

1. Identify and encourage eligible, potential students at their institutions to apply to MSMU.
2. Distribute relevant and updated information to students regarding MSMU.
3. Provide a rigorous honors/scholars program involving courses that
 - a. require intensive writing and critical thinking,
 - b. offer opportunities for original research, and
 - c. are limited to a size that fosters the enrichment expected in such a program.
4. Offer timely and frequent advising and mentoring to honors students and oversee their progress towards transfer.
5. Provide students in its own honors program with information about MSMU requirements so that those students can consider the advantages of selecting classes with the objective of transfer to MSMU in mind. It is the responsibility of each community college to secure up-to-date information about its own articulation with MSMU and to counsel students accordingly.
6. Designate its honors program director, coordinator, or counselor to be the primary contact for liaison with MSMU.
7. Offer high-quality general education courses that seek to develop and nurture students in an intellectually stimulating environment.
8. Assure that the class size of the honors courses offered allows for students' growth and development.

Commitment by the Honors Transfer Council of California

1. Require the Chair of Transfer Relations to facilitate communication and interaction among MSMU, the HTCC, and the HTCC member colleges on a continual basis.

2. Require the Chair of Transfer Relations to provide MSMU with contact information of HTCC honors program directors and honors counselors.
3. Invite MSMU to the annual HTCC Honors Transfer Fair.
4. Maintain a web portal that links the HTCC website to the MSMU website to facilitate student access to information MSMU wishes to provide to prospective students.
5. Provide MSMU the names and email addresses of those students who have allowed sharing of their information and are expected to complete the college's honors program so that MSMU can contact them regarding transfer opportunities.

Membership and Duration

1. This Agreement will be in effect as of the date of its signing. It will be reviewed every two years by the appropriate individuals at each institution but may be amended by the mutual consent of the parties at any time. Either institution may terminate this partnership at any time by written notice at least one year in advance of the effective date of termination.
2. Should this partnership be terminated, it is understood that all HTCC program students who have been accepted to or are attending MSMU under the partnership will continue to receive all benefits as stated.
3. This partnership is entered into by and between MSMU and HTCC on behalf of the students at HTCC member colleges. There is no intent to create or establish third party beneficiary status or rights in any third party, and no such third party shall have any right to enforce any right or enjoy any benefit created or established under this partnership.
4. Either MSMU or the HTCC may withdraw from this partnership by notifying the other no less than one academic year before the intended date of termination.

Mount Saint Mary's University Los Angeles

Honors Transfer Council of California

Susan Dileo
Vice President of Enrollment Management

Christina Yamanaka-Vu
President

Date Signed

Date Signed