

MEMORANDUM OF UNDERSTANDING

Baltimore City Community College
and
Stevenson University, Inc.

This Memorandum of Understanding (“Agreement”) is made by and between Stevenson University Inc., 1525 Greenspring Valley Road, Stevenson, Maryland, 21153 (“Stevenson University”) and Baltimore City Community College, (“BCCC”), 2901 Liberty Heights Avenue, Baltimore, Maryland, 21215.

A. Purpose:

The purpose of this Memorandum of Understanding is to provide the terms of an operational relationship between BCCC and Stevenson University.

B. Goals:

1. To provide educational opportunities for graduates of BCCC through the availability of various courses for programs offered by the School of Graduate and Professional Studies of Stevenson University, leading to a bachelor’s and/or master’s degree.
2. To increase the number of BCCC graduates who are bachelor’s and/or master’s prepared.

C. Stevenson University’s Responsibilities:

1. Provide courses leading to the appropriate BS or MS degree.
2. Provide its own faculty to instruct the courses.
3. Provide yearly enrollment reports to BCCC about graduates who utilize the benefits under this MOU.
4. Provide BCCC with all appropriate and important information that needs to be communicated to the participating graduates.
5. Contact the designated liaison at BCCC to notify about course offerings.
6. Provide a contact to act as a liaison between Stevenson University and BCCC.
7. Advise all incoming students of their transfer credits and program credit review for free.

D. BCCC’s Responsibilities:

1. Provide all appropriate information to all BCCC graduates about the Stevenson University and BCCC collaboration through transfer advisors and other applicable departments and personnel.
2. Support Stevenson University’s recruiter and/or advisor in informing BCCC’s graduates about recruitment and advising appointments that are held on-site both at BCCC and at Stevenson University.
3. Invite Stevenson University to promote the programs on site at any BCCC’s locations during any college or career fair.
4. Allow a minimum of two visits per year solely for the purpose of promoting this agreement.
5. Provide Stevenson University a direct contact person in the student transfer office.

E. General Principles:

1. The Bachelor's programs are designed for graduates of a high school or GED or community college program.
2. Students who apply to Stevenson University must meet all standard academic requirements for admission to the particular program.
3. Appointed institutional representatives at Stevenson University and BCCC will insure that appropriate personnel in their respective institutions are aware of this agreement, including administration, managers, employees, members, deans, faculty, transfer office personnel and other staff.
4. Stevenson University and BCCC agree to monitor the performance of this Agreement and to revise it as necessary.
5. Stevenson University and BCCC will conduct a review/revision of the procedures and contract every three years.
6. Representatives from both institutions will agree to meet at least, but not limited to, twice annually. These meetings will help facilitate any changes, problems, or items that need to be updated or corrected.

F. Recruitment of BCCC Graduates into the Program:

1. Stevenson University and BCCC will provide liaisons who will work together to recruit the population of BCCC graduates who are interested in completing their bachelor's degree.
2. BCCC will provide appropriate workspace for Stevenson University's recruiter/advisor in an appropriate location.


G. Tuition Policy:

1. The tuition discount is 20% for tuition for graduates of BCCC (Addendum A).
2. The tuition discount is for tuition only and cannot be applied to supplies, books, fees or other costs associated with the program(s).
3. Ultimately, the student is responsible for any fees or tuition owed to Stevenson University.
4. The effective date would be the next semester start after this Agreement is signed by both organizations' representatives.
5. This discount will be offered only for Stevenson University's Graduate and Professional Studies (GPS) Adult Undergraduate programs (Addendum B).
6. The tuition discount is not retroactive; however, current Stevenson University GPS students who are graduates of BCCC would be eligible for the tuition discount beginning the next semester start after this Agreement is signed by both organizations' representatives.
7. Stevenson University will give written notice to BCCC's designated representative 60 days in advance should tuition and/or fees rise.

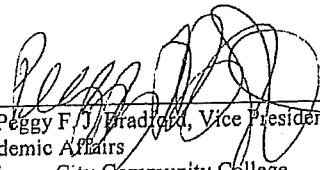
I. Effective Date: This Agreement becomes effective upon signature by all parties and shall continue in effect for three years from the date of signing unless voided by either party upon sixty (60) days prior written notice. Stevenson University and BCCC will consider, in good faith, any amendments proposed by either party; however, this Agreement may only be amended in writing by both parties.

J. Termination: The Agreement may be terminated by either party on 45 days written notice. Termination of the Agreement will not affect the admission status of currently enrolled students, but tuition may be affected as a result of the termination of this Agreement.

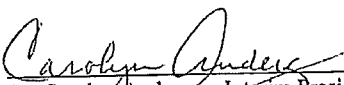
IN WITNESS WHEREOF the parties hereto have executed this Agreement in the duplicate this 9th day of October, 2013.



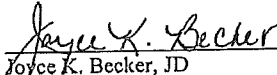
Paul Lack, Ph.D.
Executive Vice President for
Academic Affairs and Dean
Stevenson University, Inc.



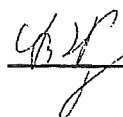
Dr. Peggy F. J. Bradford, Vice President
Academic Affairs
Baltimore City Community College



Dr. Carolyn Anderson, Interim President
Baltimore City Community College



Joyce K. Becker, JD
Dean, School for Graduate and Professional Studies
Stevenson University, Inc.

Approved for Form & Legal Sufficiency


Signature

ADDENDUM A

As of Fall 2016, the new partnership tuition rates for the 2016-17 academic year is as follows.

	Preferred Rate	Standard Rate
Adult Undergraduate Studies (Non-Nursing) Tuition (per credit)	\$360	\$450
Adult Undergraduate RN to BS Tuition (per credit)	\$396	\$495
Graduate Studies (Non-Nursing) Tuition (per credit)	\$536	\$670
Graduate Studies (Nursing Only) Tuition (per credit)	\$500	\$655
Fees per Semester (All Programs)	NO FEES	NO FEES

ADDENDUM B

The School of Graduate and Professional Studies at Stevenson University, Inc. includes the following programs:

Adult Undergraduate Programs:

- Business Administration
- Business Communications
- Business Information Systems
- Computer Information Systems
- Criminal Justice
- Interdisciplinary Studies
- Paralegal
- Nursing (RN to BS)