

TRANSFER AGREEMENT WITH GUARANTEED ADMISSION BETWEEN CHRISTOPHER NEWPORT UNIVERSITY AND RICHARD BLAND COLLEGE

Christopher Newport University (CNU) and Richard Bland College (RBC) recognize the importance and the need to facilitate the transfer of students from two-year institutions to Christopher Newport as they continue to pursue their postsecondary education goals. In an effort to ease the transfer process and to promote a smooth transition for transfer students, Christopher Newport University and Richard Bland College enter into this agreement with the intent to provide RBC students with the opportunity for guaranteed admission to Christopher Newport University. RBC students who do not meet the requirements described in this agreement are encouraged to apply to Christopher Newport through the traditional transfer application process and will be considered for transfer admission, though admission is not guaranteed.

This agreement supersedes all previous Guaranteed Admission Agreements between Christopher Newport University and Richard Bland College signed prior to March 1, 2026. This transfer agreement does not nullify individual program-to-program agreements.

Section 1: Definition of Guaranteed Admission Agreement (GAA)

A Guaranteed Admission Agreement (GAA) is an agreement between an individual two-year institution and a specific four-year institution that outlines a clear transfer pathway in which a student is guaranteed admission to the four-year institution by satisfying specified academic benchmarks and criteria. Students transferring through the GAA are not entitled to be admitted to specific academic programs with additional admission requirements (ie: Music, Social Work, Luter School of Business, Musical Theater, Acting).

Section 2: Requirements for Admission

A. Applicable Associate Degrees:

Transfer-oriented associate degrees include Associate of Arts (AA) and Associate of Science (AS) identified by the State Council of Higher Education for Virginia (SCHEV) as university-parallel transfer degrees. A listing of current transferable degrees can be found here: <https://www.rbc.edu/academics/programs-degree/>

B. Minimum GPA requirement:

A cumulative GPA of 3.2 on a 4.0 scale is required for all coursework earned at RBC as reflected on the RBC transcript. For repeated courses, Christopher Newport will accept the credit for the course that counts towards the associate degree. Courses and credit for prior learning transferred into the two-year college are not included in the GPA computation for the purposes of this agreement. Transfer credit and grades from non-RBC institutions is not considered under this agreement (see Section 5).

C. Limitations due to academic or disciplinary record:

Following an offer of admission to Christopher Newport University, all students who plan to enroll are required to submit a transfer college report (enrollment and conduct verification) to the university. The transfer college report is required for each institution a student has attended and verifies the student's academic and social standing. Should Christopher Newport learn of academic ineligibility or social conduct that would violate Christopher Newport standards, the university may reconsider the student's admission decision and may rescind the student's offer of admission.

D. Course requirements:

Christopher Newport University does not award credit for developmental or remedial coursework. Credit is awarded for courses in which a grade of 'C' or higher is earned; however, students will be awarded junior-level class standing, consisting of at least 60 and no more than 66 credit hours, of college-level credit transferring to Christopher Newport University upon presentation of the transcript confirming the transfer associate degree.

E. Minimum credits to be completed at associate degree institution:

To enroll under this agreement, students must complete all of their required degree credits at RBC. Students who have earned, or plan to earn, a transfer associate degree that includes credit from any non-RBC institution must apply through the regular transfer admission process. The following credits are permissible: Advanced Placement (AP), International Baccalaureate (IB), College-Level Examination Program (CLEP), Cambridge, and military credits (see Section 5). Students who were previously enrolled at Christopher Newport and who transferred to RBC to complete the transfer-oriented associate degree are not eligible to participate in this GAA. This agreement does not apply to high school students earning a transferable associate degree through dual enrollment.

F. Maximum credits applicable for transfer:

A maximum of 66 semester hours of transfer credit will be granted for transferrable RBC courses in which the student has earned a grade of C or higher.

G. Testing requirements:

If the student's native language is not English or the secondary school instruction was not completed in English, the student is required to submit official scores from one of the English language proficiency tests available on Christopher Newport's transfer admission website.

H. Admission application and enrollment:

Students are required to declare their intent to transfer to Christopher Newport under this GAA after they have earned at least 15 credits toward the transfer-oriented associate degree and prior to graduation from RBC. A letter of intent must be turned in to the CNU Transfer Center and can be found on Christopher Newport's transfer admission website: <https://cnu.edu/admission/transfer/agreement/>

Students must maintain continuous enrollment in all non-summer terms from the point of registering their intent to transfer until the associate degree has been earned. Students must transfer to Christopher Newport in the semester designated on the Registration of Intent to Transfer.

Students seeking admission under the GAA must formally complete the transfer admission application and process, meeting deadlines (mid-July for Fall admission and mid-December for Spring admission) and requirements detailed on Christopher Newport University's transfer admission website.

I. Transcript submission:

Christopher Newport must receive official transcripts from all colleges and universities attended before formal admission to the university will be granted. Christopher Newport accepts transcripts issued directly from the institution via mail, in-person delivery, or electronically through an official transcript provider.

J. Registration of Intent to use the agreement:

A student should register his/her/their intent to use this agreement after completion of 15 college credits and *must* submit before application to the University. Intent can be submitted via email to transfer@cnu.edu.

Section 3: Application of Associate Degree to General Education Requirement

Students who have completed a transfer-oriented associate degree (associate of arts or associate of science) at RBC, as indicated on the student's official transcript, may anticipate the following:

- 1) Junior-level class standing awarded, consisting of at least 60 and no more than 66 credit hours, of college-level credit transferring to Christopher Newport University.
- 2) Satisfaction of lower-level liberal learning curriculum requirements (Foundations and Areas of Inquiry) with the exception of the 200-level language requirement. If this requirement is not satisfied during the completion of the associate degree, it must be completed after transfer to Christopher Newport University.

Section 4: Application of this Agreement to Students Earning Associate Degree Concurrent with High School

Under this agreement, students must complete at least 15 credits post-high school graduation. This agreement does not apply to high school students earning a transferable associate degree through dual enrollment. Students who have not enrolled in a college or university in a regular semester (fall and/or spring) after high school graduation must apply to Christopher Newport University as first-time-in-college students and are not eligible for transfer admission under this GAA. Information on applying as a first-time-in-college student is available on the University's transfer admission website.

Section 5: Applications of this Agreement to Students Earning Credit for Prior Learning

If a student receives credit for prior learning completed through Cambridge, College Level Examination Program (CLEP), the College Entrance Examination Board Advanced Placement (AP), the International Baccalaureate (IB) Program, and military credit that counts towards the associate degree at the RBC, students must submit official scores/transcripts directly to Christopher Newport as credit will only be awarded at Christopher Newport if the official transcript is received directly from the prior learning source. Upon transfer to Christopher Newport, a course that was awarded prior learning credit at RBC may not transfer in the same manner. If the student does not meet Christopher Newport's minimum equivalent score, elective credit (ELEC 1XX or 2XX) may be granted instead. If the course is required as a prerequisite

for upper-level coursework, the student will need to retake it either prior to transfer or at Christopher Newport. However, students who have earned a transferable associate degree from RBC will still receive the benefits of that degree as described in Section 3 of this agreement.

Per the Undergraduate Catalog, a maximum of 92 semester hours of transfer credit will be granted for courses which carry a grade of C or higher and which are comparable to courses offered by Christopher Newport University. Of the allowable 92 semester hours of transfer credit, no more than 66 semester hours of transfer credit will be granted for junior, two-year, or community college courses. A maximum of 60 credit hours will be granted for work completed through Cambridge, CLEP, AP and IB. (Note: Christopher Newport does not typically award credit based on the presentation of student portfolios.).

Upon transfer, this credit may be applied towards general education and major/minor requirements at Christopher Newport.

Section 6: Associate Degree Completion Criteria and Catalog Determination

Students enrolling under this GAA will follow the catalog year at the time of enrollment at Christopher Newport.

Section 7: Course Equivalents

Individual RBC to CNU course equivalents can be found in the following guide:

https://cnu.edu/admission/transfer/pdf/cnu-rbc_equivalent_course_table.pdf

Section 8: Administration of Agreement

The Christopher Newport University official responsible for the GAA is the Vice Provost for Enrollment or designee. The Christopher Newport official responsible for the Registration of Intent to Transfer is the Director of Undergraduate Admission or designee. The RBC official responsible for all RBC aspects of the GAA is the Chief Academic Officer or their designee.

This agreement will remain in effect until modified or terminated. This agreement may be modified only by mutual agreement by the Presidents of Christopher Newport University and Richard Bland College. Termination may be made by either party upon one (1) year prior written notice. Students who register their intent to use this agreement prior to the date of termination are eligible for transfer admission for two years after the termination becomes effective.

The effective date of this agreement is the date last signed by the Presidents. The signed agreement will be maintained on both CNU's and RBC's websites.

Richard Bland College Responsibilities

- Submit a PDF of the official signed Agreement to the RBC website;
- Assist prospective GAA students in declaring intent to transfer to CNU under the GAA;
- Advise students regarding courses needed to complete the transfer-oriented associate degree; and
- Make available information about CNU and the GAA to prospective GAA students enrolled in transfer-oriented associate degree programs.

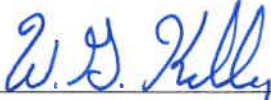
Christopher Newport University Responsibilities

- Use internal data to track students who register their intent to use the GAA. Use this data to maintain ability to honor agreement in respect to enrollment capacities;
- Engage with RBC students to best prepare them for transfer;
- Provide transfer admission recruitment materials to RBC; and
- Consider GAA students who enroll at CNU on the same basis as native students for admission to competitive programs, registration, financial aid, scholarships, student housing, parking, and any other opportunities open to native students with junior standing.

Section 9: Review Clause

Christopher Newport University and Richard Bland College will review this agreement and the student tracking data every three years to adjust as deemed appropriate to maintain its integrity and value and for the improvement of the transfer process. Changes will not be applied retroactively to students already enrolled or registered under the provisions of the existing GAA.

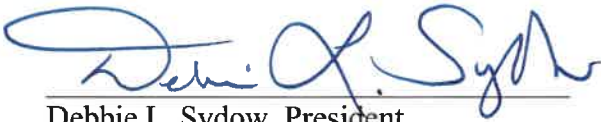
If no changes are necessary, the documented review below will extend this agreement until changes are necessary.

Signatures

William G. Kelly, President
Christopher Newport University



Date



Debbie L. Sydow, President
Richard Bland College



Date