

## Guaranteed Admission Agreement Between College of Lake County And Columbia College of Missouri

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College of Lake County and Columbia College of Missouri agree to a cooperative relationship through this Guaranteed Admission Agreement to better serve students and facilitate the transfer process.

This agreement offers College of Lake County students Guaranteed Admission to Columbia College of Missouri to complete their Bachelor's degree. Students must meet all of the requirements outlined in this agreement to guarantee their admission to Columbia College of Missouri (CCM). View all campus locations at <http://www.ccis.edu/>. NOTE: International students attending on an F-1 visa are limited to admission to the CCM locations in Elgin (IL), Columbia (MO), Denver (CO) and Salt Lake City (UT).

### 1. Academic Requirements

- a. Students have completed ENG 121 or ENG 122 with grades of C or higher to meet the English proficiency requirements of CCM. Students will not need to submit separate proof of English proficiency at the time of application.
- b. Students must have graduated from high school (as evidenced by a high school diploma or GED) and complete a minimum of 6 transferable college credit hours and maintain a cumulative grade point average of 2.0 on a 4.0 scale on all transferrable course work taken at the College of Lake County prior to admission to the Guaranteed Admission Program.
- c. Students are expected to enroll and complete general education and coursework required for admission into their CCM degree program within the first 60 credit hours of enrollment. Courses numbered lower than 100-level and courses not deemed transferable are not included in this agreement.

### 2. Admission Requirements

- a. Students must authorize the College of Lake County and CCM to disclose their educational records, including but not limited to, academics, admission, financial aid, and advising information as appropriate. By signing the participation form, students agree to allow the two institutions to share information and to allow the student to take advantage of the Guaranteed Admission Program of the reverse degree process. Students may also receive communication from CCM informing them of presentations, workshops, activities, student events, and visits.


- b. Students must be in good academic and financial standing at College of Lake County at the time of transfer. Students must adhere to each institution's standard policies and procedures including but not limited to those dealing with admission, enrollment in courses, transfer credits, financial aid, student conduct and discipline, academic probation, dismissal and reentry.
- c. During enrollment in the Guaranteed Admission Program, CCM will provide advisement to students to discuss academic program requirements and transfer credit policies. It is recommended that students track their degree progress by working with their transfer advisor at College of Lake County and CCM.
- d. Students are eligible for Guaranteed Admission into all undergraduate degree programs at CCM, with the exception to the Associate and Bachelor of Nursing Programs which have a separate application process to be considered. Students attending on an F-1 visa are not eligible to transfer to the Bachelor of Science in Nursing program.
- e. Students may also qualify for CCM scholarships.

### 3. Other Terms

- a. Failure to meet the requirements above does not preclude the student from applying and being considered for admission to CCM using the traditional admission process.
- b. College of Lake County will publish this document on their website so that the details of this agreement are available to students interested in participating in the program. CCM and College of Lake County will have the right to review and approve all advertising for the Guaranteed Admission Program.
- c. By means of a separate Memorandum of Understanding (MOU), at the college's request, CCM will facilitate the transfer of credit back to the College of Lake County if students transfer to CCM before completing an associate's degree. The reverse transfer MOU enables the College of Lake County to award degrees following student transfer.
- d. This agreement is effective for one year and is subject to annual renewal. Any changes to the program in regards to any part of this agreement, must be in writing so that this agreement can be re-evaluated. Notice of changes shall be provided at least 60 days prior to the first day of instruction (at both institutions) of the academic year in which the change will be implemented.
- e. Should the program be dissolved, students who are participating at that time will be guaranteed transfer into Columbia College of Missouri provided they satisfy all program requirements.



College of Lake County

  
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Dr. Rich Haney, Provost

Date 12/1/16

Columbia College of Missouri

  
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Dr. David Starrett, Provost and  
Vice President for Academic Affairs

Date 12/14/16