

# MEMORANDUM OF UNDERSTANDING

## BETWEEN

STATE UNIVERSITY OF NEW YORK AT ALFRED

STATE UNIVERSITY OF NEW YORK JEFFERSON

JULY 2024

### **I. General Statement of Purpose**

SUNY Jefferson Community College (“Jefferson”) and SUNY Alfred State College (“Alfred State” or “the College”) enter into this Dual Admission Agreement (“Agreement”) in order that students enrolled in associate degree programs at Jefferson may be guaranteed admission into a baccalaureate degree program at Alfred State.

### **II. Requirements and Terms**

#### **A. Admission Eligibility**

Students pursuing Associate in Applied Science, Associate in Arts, and Associate in Sciences degrees at SUNY Jefferson Community College will be guaranteed admission to Alfred State College provided they satisfy all of the following eligibility requirements:

- 1) complete a “Dual Admission Intent” form (available on the Jefferson website), at least one semester prior to matriculation.
- 2) have an earned high school diploma or its equivalent prior to signing a “Dual Admission Intent” form;
- 3) indicate intent to participate in Jefferson – Alfred State Dual Admission Program within the first 30 credit hours (first full year of full-time study) at SUNY Jefferson;
- 4) maintain a 2.50 cumulative grade point average for all post-secondary academic course work;
- 5) graduate from Jefferson in the associate degree program;
- 6) Apply to Alfred State and enroll within one year of graduation from Jefferson;
- 7) do not attend another post-secondary institution after graduating from Jefferson and before enrolling at Alfred State;
- 8) adhere to all appropriate deadlines as determined by Alfred State; and
- 9) complete all other regular admissions requirements as determined by and to the satisfaction of Alfred State; students must complete and submit an admissions application to Alfred State at least two months prior to matriculation at Alfred State.

Students who have previously been enrolled in academic and professional degree programs at Alfred State are not eligible for the Dual Admission Program.

This Agreement pertains only to admission to Alfred State. Students admitted to Alfred State under the conditions of the Dual Admission Program must meet all prerequisites and eligibility requirements for admission to specific degree programs. Students seeking admission to Alfred State must satisfy all conditions set forth in the Preface of this document, meet application deadlines, and satisfy all other regular admissions requirements as determined by Alfred State. Students must select a specific academic degree program (not “Undeclared”). Admission to specific degree programs is not guaranteed, and students must also satisfy all eligibility requirements for degree programs, which are not affected by this Agreement. Jefferson students who complete a “Dual Admission Intent” form will be governed by the Alfred State degree requirements in effect at the time of their Alfred State matriculation. Prerequisites and eligibility requirements for specific degree programs are specified in the program articulation agreements on file in the Transfer Advising Office at Jefferson Community College and in the Office of Admissions and the Provost Office at Alfred State.

## **B. Party Obligations**

In order to facilitate the transfer of Jefferson graduates to Alfred State in the Dual Admission Program, the parties assume the following obligations:

### **OBLIGATIONS OF ALFRED STATE:**

For students accepted into the Dual Admission Program, Alfred State agrees to

- 1) waive the admissions application fee;
- 2) send a letter of provisional admission and general Alfred State information to all Jefferson students who are guaranteed admission to Alfred State under this Agreement;
- 3) ensure that Jefferson students are provided with financial aid information and receive full consideration for financial aid upon matriculation to Alfred State;
- 4) guarantee to each student enrolled in the Program a minimum of \$1,000 annually in institutional aid upon full-time enrollment at Alfred State;
- 5) award academic scholarships to qualified students;
  - a. Jefferson students who are recipients of a JCC Foundation Scholarship will be guaranteed a minimum of \$3500 annually in institutional aid from Alfred State.
  - b. Jefferson students graduating from Programs in Physical Science, Tech, Engineering & Math will be guaranteed a minimum of \$3000 annually in institutional aid.
  - c. The above scholarship guarantees cannot be combined; students who qualify for both will be awarded the highest applicable award.
- 6) ensure that, once they matriculate at Alfred State, Jefferson "Dual Admission" students are accorded all the rights and privileges of other Alfred students.

### **OBLIGATIONS OF SUNY JEFFERSON COMMUNITY COLLEGE:**

SUNY Jefferson Community College agrees to

- 1) publicize this Dual Admission Agreement to prospective students in recruiting and admissions literature;
- 2) inform matriculating students of the opportunity for Dual Admission to Alfred State under the conditions of this Agreement;
- 3) distribute, receive, and process the requisite "Dual Admission Intent" online form, which students must complete and submit in order to be eligible for this Program;
- 4) record the annual Fall and Spring cohorts of students who meet the eligibility requirements for Dual Admission;
- 5) provide to the Office of Admissions, Alfred State, cohort databases of all eligible associate's degree enrollees admitted under this Agreement; and
- 6) recommend to students who complete and submit the "Dual Admission Intent" form that they pursue programs at Alfred State that have been designed for transfer;

### **JOINT OBLIGATIONS:**

- 1) SUNY Jefferson and Alfred State will develop procedures for notification of the partner institution for any action taken by one institution that impacts a student's standing in either institution (e.g. violation of an academic or student conduct policy that results in probation or dismissal).
- 2) Each institution shall designate a representative who will coordinate and monitor the Dual Admission Program.
- 3) Jefferson and Alfred State will jointly develop and implement advertising and promotional efforts to attract students to the Program and will develop, maintain, and share non-confidential records of the Jefferson students admitted into the Program to the extent permitted by law.
- 4) Jefferson and Alfred State understand that they shall act in an independent capacity in the performance of this Agreement and shall not be considered employees, agents, affiliates, or subsidiaries of one another.

another. Neither Alfred State nor Jefferson has the right to bind or obligate the other in any manner inconsistent with or unrelated to this Agreement.

### III. Review and Revision of this Memorandum of Understanding

This agreement will be in effect for 5 years and may be renewed by entering into a new agreement. Should either party desire to terminate this agreement, notification will be given to the other party, in writing, no less than six months prior to the proposed date of termination. In the event of a termination of this agreement, each party agrees to offer the coursework required to teach out existing students for the time period indicated in the program discontinuation paperwork submitted to SUNY.

ALFRED STATE COLLEGE

SUNY JEFFERSON

\_\_\_\_\_  
Steven Mauro, Ph.D.  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Daniel J. Dupee II  
President

\_\_\_\_\_  
Date

3/28/25

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Carrie Cokely, Ph.D.  
Provost and Executive Vice President  
for Academic Affairs

\_\_\_\_\_  
Date

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Jerilyn Fairman  
Provost, Vice President for  
Academic Affairs

3/28/2025