

**GUARANTEED ADMISSION AGREEMENT**  
**Between Western Governors University**  
**and**  
**Virginia Community College System**

Western Governors University (WGU) and the Virginia Community College System (VCCS), recognizing the need to facilitate the admission of transfer students from Virginia's community colleges to WGU as they pursue bachelor's degrees in business, education, health professions, and information technology as outlined on WGU's articulation pathways website <https://partners.wgu.edu>, resolve to adopt a Guaranteed Admission Agreement (GAA). VCCS students who do not meet the terms described herein may still apply and will be considered for admission, although admission is not guaranteed.

**Definitions**

"Associate degree" refers to the Associate of Arts, Associate of Science, Associate of Arts and Sciences, and Associate of Applied Science that aligns with WGU's bachelor's degrees in business, education, health professions, and information technology. A current list of all articulated degrees can be seen at <https://partners.wgu.edu>.

"VCCS students" refers to students who attend a Virginia community college.

"GAA students" refers to students who graduate from an associate degree program at a Virginia community college, meets the requirements of this GAA, and intends to transfer to WGU.

**General Admission Requirements and Eligibility**

To be guaranteed admission under this GAA, VCCS students must graduate with an associate degree in business, education, health professions or information technology from a Virginia community college after September 1, 2019 and meet WGU admission requirements outlined below. These students are referred to as "GAA Students" To be admitted under the terms of this agreement, VCCS students must meet the following requirements:

1. Complete an intake interview (by phone) with a WGU enrollment counselor.
2. Submit official transcripts for all academic work completed. This MUST include the awarding of the associate degree noted on the official transcript and must be received by WGU no later than the 1st of the month prior to the anticipated program start date. VCCS students will send the transcript(s) in XML or EDI format. VCCS students who do not have the ability to send the transcript(s) in XML or EDI format have the option to send an electronic PDF of the transcript(s).
3. Earn an associate degree in business, education, health professions or information technology that aligns with WGU's articulated pathways. The list of current WGU programs that are articulated can be viewed at <https://partners.wgu.edu>.
4. VCCS graduates must earn a final cumulative VCCS grade point average (GPA) of at least 2.0 in approved degrees.
5. All applicable courses that are completed at VCCS with a letter of "C" or higher are accepted and applied toward the appropriate college degree (with the exception of licensure programs or state requirements where a grade of "B" or better may be

required). However, courses with a grade of “D” are transferable as long as VCCS students graduate with the associate degree and meet the GPA requirement.

6. Nursing degree seekers must:

- Possess an associate degree in nursing from a Virginia community college.
- Provide evidence of a current, unencumbered U.S. license to practice as a Registered Nurse (RN).
- Submit a résumé and be actively working as an RN at the time of application and enrollment.
- Submit to a criminal background check through American Databank, producing satisfactory results.
- California residents are also required to provide proof of current immunizations.
- Submit payment for additional fees.

Information Technology Degree seekers must:

- VCCS students may have additional pre-requisite course requirements as specific to this major. See transfer guidelines <https://partners.wgu.edu/transferguidelines> for pre-requisite requirements for this program.

### **Stipulations**

WGU cannot guarantee that GAA students in each program will be able to complete all requirements for graduation within the 120-credit minimum required for graduation. WGU will inform students prior to enrollment if there are additional course requirements beyond the 120 minimum semester hours required for graduation. If students complete 30-35 credits each year, they will be able to complete the remainder of their bachelor’s degree in two years.

WGU accepts credit for CLEP, Advanced Placement, International Baccalaureate, Cambridge, military training/experience, and other forms of credit for prior learning based on the community college’s institutional policy.

WGU will make no distinction regarding college courses applicable to the associate degree that are taken through dual enrollment arrangements with Virginia high schools.

### **Summary of Transfer Credits**

A transfer credit (one community college transcribed semester academic credit) is equivalent to one WGU competency unit (CU). Summary of transfer credits for each program can be viewed at <https://partners.wgu.edu>. These include 2 + 2 pathways to the bachelor’s degree in Business, Teacher’s College, Information Technology and College of Health Professions as well as a 3 + 1 pathway to our BS Nursing degree. Students attend the first two (2) years at a Virginia community college, earn an associate degree, and then transfer to WGU to complete the final two years (2) of the bachelor’s degree. In the case of the Bachelor of Science in Nursing (BSN), students complete the first two years (2) at a Virginia community college, earn an associate degree, take an additional year of courses (1) at the community college, and then transfer to WGU to complete the final year of the bachelor’s degree.

### **Benefits of the GAA for VCCS Students**

1. WGU will waive the application fee for all VCCS students.
2. GAA students are eligible to apply for the Community College Partnership Scholarship of \$2,500 to be disbursed in \$625 increments each term for up to four terms.

### **Responsibilities**

#### **Responsibilities of GAA students**

1. Follow all WGU application and admission processes.
2. For full consideration of Financial Aid, complete the FAFSA.

#### **Community college responsibilities:**

1. Disseminate accurate information to VCCS students regarding the general conditions of this agreement. To include the conditions for guaranteed admission to WGU which will be posted on the VCCS website.
2. Provide academic advising services to assist VCCS students in choosing courses that will best prepare them for their major at WGU and provide general guidance on applying to WGU.

#### **WGU responsibilities:**

1. Give all GAA students the same consideration as native WGU students for registration, financial aid, and other opportunities open to native students with junior or senior (program depending) status.
2. Offer annual training to VCCS advisors and counselors on WGU to ensure clear understanding of WGU and its transfer process to which to share with VCCS students. These trainings will be offered virtually and recorded for advisors and counselors who are not able to attend to view later.
3. Provide tracking data annually on the performance of GAA students at WGU. The specific data elements and the timing of the report will be determined by the institutional research staffs at VCCS and WGU.

#### **Mutual responsibilities:**

1. All education records created, disclosed, or maintained pursuant to the terms of this GAA are confidential and shall be created, disclosed, and maintained pursuant to the provisions of Family Educational Right to Privacy Act (FERPA).
2. Each institution assures that it will not discriminate against any individual based on race, religion, creed, color, gender, age, disability, veteran status, national origin, or other protected status.
3. Except as permitted by this GAA, neither institution shall use the name or marks of the other institution in connection with any product, service, promotion, news release, or other publicity without the prior written consent of the other.

### **Review of the GAA**

The VCCS will designate officials who will be responsible for all aspects of the GAA at the VCCS. WGU will designate individuals responsible for all aspects of the GAA at WGU.

- Representing WGU will be the Associate Registrar, Student Records, Articulation, and Transcript Intake, or designees.
- Representing the VCCS will be the VCCS Senior Vice Chancellor for Academic and Workforce Programs and the VCCS Director of Educational Programs and Policy, in consultation with the Guaranteed Admissions Review Committee of the Academic and Student Affairs Council.

WGU and the VCCS will review this agreement every three years to make adjustments as deemed appropriate to maintain its integrity and for the improvement of the transfer process. Changes will not adversely affect GAA students already enrolled under the provisions of the existing GAA.

The GAA will remain in effect until terminated by either party upon written notice provided at least one year in advance of the date of termination; students who entered under the GAA may take advantage of its terms for two years after termination becomes effective.



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Glenn DuBois, Chancellor  
Virginia Community College System

Date: May 3, 2021



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Rebecca L. Watts, Ph.D., Regional Vice President  
Western Governors University

Date: May 5, 2021