

MEMORANDUM OF UNDERSTANDING BETWEEN AMERICAN PUBLIC UNIVERSITY SYSTEM AND THOMAS NELSON COMMUNITY COLLEGE

THIS MEMORANDUM OF UNDERSTANDING (this "MOU") is made and entered into Sept 1, 2011 ("Effective Date") by and between Thomas Nelson Community College ("TNCC") and American Public University System ("APUS") (individually a "Party" and collectively the "Parties").

DESCRIPTION OF THE PARTIES

American Public University System includes American Public University (APU) and American Military University (AMU) and serves more than 90,000 learners worldwide. APUS's relevant curriculum, affordability, and flexibility help students pursue degrees in subjects ranging from homeland security to management and liberal arts. American Public University System is regionally accredited by the Higher Learning Commission (HLC) of the North Central Association and nationally accredited by the Accrediting Commission, Distance Education and Training Council. The APUS mission includes expanding access to higher education and preparing graduates for service and leadership in a diverse, global society.

Thomas Nelson Community College is a two-year institution of higher education established as a part of a statewide system of community colleges. It primarily serves the residents of the cities of Hampton, Newport News, Poquoson, and Williamsburg, and the counties of James City and York. The college operates under policies established by the State Board for Community Colleges and with the guidance of the Thomas Nelson Community College Board. The administration of the college is directly responsible to the chancellor of the Virginia Community College System. The college is financed primarily by state funds, supplemented by contributions from the participating localities and the federal government.

AGREEMENT

American Public University System and Thomas Nelson Community College hereby agree as follows:

1. APUS and TNCC will maintain the integrity of their separate programs and enter into this agreement as equal partners.
2. **Advising of TNCC students** -- Advising of TNCC students regarding admission and program requirements to APUS will be the responsibility of the regular advising staff at TNCC and APUS. APUS will designate one or more points of contact to respond to advising questions from TNCC advisors. TNCC will monitor the academic performance of their students enrolling under this agreement, and identify problems that may interfere with the successful transfer student to APUS.
3. **On-Site Outreach** -- APUS will arrange with TNCC to meet and make contact with potential TNCC transfer students at a minimum of two times annually. TNCC will provide an appropriate location(s) for presentations and advising.

4. **Communication** – TNCC and APUS agree to cooperate in communicating with each other and with their common and respective publics concerning the established relationship between the two institutions.
 - a. Any marketing of the MOU will be subject to the prior approval of both parties.
 - b. Each institution will assume responsibility for appropriate marketing to reach their respective student and faculty populations.
 - c. Each institution will designate a marketing point of contact.
 - d. APUS will not market or promote to TNCC students any lower division courses that TNCC is scheduled to teach during the period of the MOU.
 - e. Faculty and staff at both institutions will communicate information about this agreement to students and prospective students.
 - f. TNCC will provide from its website a link to the APUS website and APUS will provide a link to TNCC website.
 - g. Representatives from APUS and TNCC will confer annually to exchange updated degree requirements, admissions, and transfer information to be used the subsequent academic year. Each institution will notify the other of any contemplated planned changes that would affect the future of this agreement.
5. **Exchange of Student Information** – APUS and TNCC agree to exchange transfer information for the purpose of monitoring and enhancing student academic success. The information may also be used to enhance curricular offerings. At no time will Family Education Rights and Privacy Act (FERPA) regulations or requirements be violated. In particular, the Provost Office of APUS will provide yearly statistical and global data to TNCC for the achievement of transfer students from TNCC: GPA, success in course completion after the first semester.
6. **Concurrent Enrollment** -Students may concurrently take courses at both institutions, as well as have access to advising and other services at both institutions, although the transfer block credit cannot be awarded until after the student submits an official transcript from TNCC showing an eligible conferred degree. Students will complete all transfer requirements at TNCC.
7. **Financial Aid**- Federal regulations require that students receive financial aid from only a single college from which courses are taken during a given quarter or semester. Advisors should recommend that financial aid recipients take all their courses at either APUS or TNCC. If a student attends both institutions in a single semester, financial aid may be granted from only one institution.
8. **Eligibility**
 - a. Students who were conferred a designated transfer AA or AS degree by TNCC on or after May 1, 2010 and enrolled at APU into an eligible Baccalaureate degree without selecting a concurrent minor or certificate
 - b. Only TNCC students who are admitted to APU on or after Sept 1, 2011 are eligible for this block agreement. Students already enrolled at APU prior to Sept 1, 2011 are not eligible for the block transfer.
 - c. TNCC students are eligible for this block transfer agreement regardless of where they completed all of their previous courses for their TNCC degree, as

long as an eligible degree was earned from TNCC per the eligibility requirements above

9. Award

- a. Eligible TNCC graduates will be granted junior status at APU and the degrees will transfer as a block.
- b. TNCC students transferring under a block agreement are not eligible for any other transfer credit outside of the block award, and will not receive course credit to fulfill any specific course requirements outside of the block award, regardless of what courses student previously completed
- c. Any program academic changes made by APU will not affect TNCC students CURRENTLY ENROLLED at APU at the time of the program change and they will be subject to original requirements that were in effect at the time the student enrolled in an APU program.

10. Graduate School Voucher - APUS will extend to TNCC full-time employees a graduate studies book voucher.

11. Length of Agreement – This agreement will become effective upon the execution of signatures by the responsible authority for each institution and will last for a maximum of three (3) years, after which time both institutions will undertake renegotiation of the agreement.

- a. Both APUS and TNCC agree to provide written notice of at least one full academic year in advance of termination.
- b. APUS reserves the right to alter the format of the transfer block, based on a change of APU program requirements, as long as the TNCC graduate is awarded 60 hours upon transferring to APU.

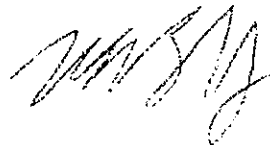
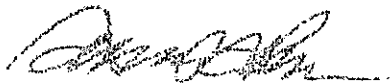
In Witness whereof, the Parties hereto have executed this MOU as of the date first mentioned above by their authorized representatives.

Thomas Nelson Community College

American Public University System

By:

By:



Name: Norman P. Hahn, M.Ed.

Name: Wallace E. Boston, Jr., Ed. D

Title: Interim Vice President for Academic Affairs

Title: President and CEO

Date: August 16, 2011

Date: 8/16/2011

THOMAS NELSON COMMUNITY COLLEGE-APU Degree Transfer Eligibility

APU DEGREE	Eligible THOMAS NELSON COMMUNITY COLLEGE Degree	Hours Awarded*
General Studies	Any AA or AS Degree	60
History	Any AA or AS Degree	60
Intelligence Studies	Any AA or AS Degree	60
Management	Any AA or AS Degree	60
Marketing	Any AA or AS Degree	60
Security Management	Any AA or AS Degree	60
Information Systems Security	Any AS Degree	61
Sports and Health Sciences	Any AS Degree	61
APU DEGREE	Eligible THOMAS NELSON COMMUNITY COLLEGE Degree	Hours Awarded*
BBA	AS in Business Administration	62
Information Technology Management	AS in Information Technology	62
Transportation and Logistics Management	AS in Business Administration	62

* Students must select remaining courses at APU at the upper level (300-499)