

## Memorandum of Understanding

### Early Advantage Program

### Brandman University and Crafton Hills College

Brandman University, a private, nonprofit, WASC Senior College and University Commission accredited institution, is part of the Chapman University System. Founded in 1861, Chapman University is one of California's oldest, most prestigious universities. Since 1958, Brandman University has been serving the unique needs of the working adult. Brandman University offers undergraduate and graduate degrees, certificates, teaching credentials and extended education opportunities.

Crafton Hills College (CHC) and Brandman University (BU) agree to partner in offering enhanced opportunities to transfer students through Brandman's Early Advantage Program (EAP). This program is intended to maximize transfer success and minimize the time and costs involved in attaining a bachelor's degree. The EAP seeks well-prepared, high-achieving transfer students and provides them with comprehensive advising and planning services and a one-time scholarship. EAP students will be able to precisely map their transfer plan to BU while continuing to take transferrable coursework at Crafton Hills College.

#### Brandman University will:

- Provide EAP students with advising services, transfer credit evaluations, and total cost estimates prior to beginning classes at Brandman
- Develop Educational Plans based on program-specific articulations
- Provide advising and information sessions at Crafton Hills College
- Provide a 10% per credit tuition reduction scholarship for each qualifying CHC student.
- Provide appropriate collateral for CHC students (e.g. applications, catalog access, marketing materials, etc.)
- Participate in mutually agreed upon enhanced marketing, special events and activities
- Provide CHC outcome data on CHC EAP transfer students

#### Crafton Hills College will:

- Promote Brandman's visits to CHC on campus calendars (if applicable) and on flyers
- Provide a space for BU representatives to meet with CHC students
- Provide EAP information to interested students
- Provide EAP information to CHC counselors
- Provide advice for students wishing to transfer to BU
- Participate in mutually agreed upon enhanced marketing, special events and activities
- Provide other mutually agreed upon academic and student services to ensure that the transition from CHC to BU will be seamless for EAP students

#### EAP MOU Guidelines

The Early Advantage Program allows students who are currently or previously enrolled at CHC opportunities to be admitted to selected Brandman University undergraduate and graduate programs while taking transferable coursework that is designated within a program-specific articulation agreement. This coursework will be directly applied to the student's BU undergraduate or graduate academic program.

Policy guidelines for this Agreement are as follows:

- I. **A Signed Agreement:** A signed EAP agreement between BU and CHC transfer students shall be in place. This EAP agreement will remain in effect for new students who apply and are admitted to BU for the remainder of the 2015 - 2016 Academic Year and throughout the 2016 - 2017 Academic Year (January 2016 - July 2017). This agreement may be cancelled at any time by either party. Cancellation shall be made in writing with 30 days notice. This agreement pertains to selected undergraduate degree programs at Brandman University for CHC transfer students.
- II. **Scholarship Opportunity: 10% per credit tuition reduction scholarship** - CHC students meeting eligibility requirements shall be entitled a 10% reduction in tuition per credit (excluding School of Nursing & Health Profession degree programs, except for RN to BSN, and Competency Based Education programs). Students must complete the EAP Agreement, complete the Undergraduate or Graduate Application and meet with their Brandman Academic Advisors who will determine the student's eligibility for the award. The scholarship applies to tuition only and is not applicable to any other student fees or books and may not be combined with any other Brandman specific scholarship. The scholarship amount is outlined below (based on 2015 -2016 Academic Year Tuition Rates. Subject to change for 2016-2017 Academic Year):
  - **Doctorate of Education scholarship = \$95 per credit**
  - **Graduate degree scholarship = \$183 per 3.0 credit course**
  - **Undergraduate degree scholarship = \$150 per 3.0 credit course**
  - **RN to BSN scholarship = \$50 per credit**
  - **School of Extended Education = 10% scholarship on these open enrollment programs:**
    - a. Leadership Development
    - b. Business Certifications & Certificate Programs
    - c. Technology Training
- III. **Eligible EAP Applicants:** CHC students will be admitted according to the BU catalog admissions requirements. According to Brandman University's catalog, BU will accept students with a cumulative GPA of 2.0 or greater for undergraduate programs. Graduate GPA requirements vary by program.
- IV. **Student Network Access:** EAP Students will receive a Brandman email address and access to Brandman University's Self Service system, which enables EAP students to view their Program Evaluations, Transfer of Credit, Change of Address, and other support resources.
- V. **Advising:** Each EAP Student will be assigned a BU Academic Advisor that can support him/her on advising issues, course selection decisions and an Education Plan.
- VI. **Catalog in Effect:** The BU catalog assigned to EAP students is determined by the date of formal admission to the Early Advantage Program. EAP students must meet the degree requirements of the catalog under which they are admitted or may select a later catalog for a year in which they are enrolled, if they so choose.

**VII. Matriculation to BU:** EAP students are eligible to transfer to BU under the EAP at any time up to one year after their last term of attendance at CHC and up to a maximum four (4) years after their initial Early Admit status at BU. Once students are ready to transfer, they must complete the Transfer Request Form. EAP students must also submit current official transcripts documenting a current cumulative GPA of 2.0 or higher. Upon matriculation, Early Advantage Students will assume regular Brandman student status.

### **Program Specific Articulation**

Brandman provides full articulation to the follow programs:

- \* Applied Studies - BA
- \* Business Administration - BA
- \* Criminal Justice - BA
- \* Early Childhood Education – BA
- \* General Education-AA
- \* Legal Studies - BA
- \* Liberal Studies, Multiple Subjects Teaching - BA
- \* Liberal Studies, Culture & Media - BA
- \* Organizational Leadership - BA
- \* Psychology - BA
- \* Social Science - BA
- \* Social Work-BA
- \* Sociology-BA
- \* Computing Technology-BS

\*Not all programs offered at all campuses.



**BRANDMAN**  
University

CHAPMAN UNIVERSITY SYSTEM



## **Memorandum of Understanding**

### **EARLY ADVANTAGE TRANSFER AGREEMENT**

**CRAFTON HILLS COLLEGE**

**AND**

**BRANDMAN UNIVERSITY – RIVERSIDE & YUCAIPA CAMPUSES**

Effective date: 12/10/2015

This agreement is entered into on this 12/10/2015.

Gary Brahm, Chancellor  
Brandman University

Saskia Knight, Executive Vice Chancellor of Enrollment and Student Affairs  
Brandman University

Dr. Cheryl Marshall, President  
Crafton Hills College