



## DUAL DEGREE PROGRAM AGREEMENT COLLEGE OF DUPAGE AND GOVERNORS STATE UNIVERSITY

This Agreement is made and entered into this 14<sup>th</sup> day of November, 2011, by and between the College of DuPage and Governors State University.

WHEREAS, the parties wish to ensure the completion of the associate degree and seamless transfer of students from the College of DuPage's associate degree programs to Governors State University's bachelor's degree programs; and

WHEREAS, the parties seek to accomplish these goals by offering degree-seeking students the opportunity to be enrolled in the "Dual Degree Program" or the "DDP";

NOW, THEREFORE, the College of DuPage and Governors State University agree as follows:

1. **Program Structure.** The parties agree to admit students in the Dual Degree Program pursuant to the following guidelines:
  - a. Student Eligibility and Admission. To be eligible for the Dual Degree Program, students must have been admitted to the College of DuPage and be enrolled full time. For this agreement, "full time" is defined as enrolled in a minimum of twelve credit hours during the fall and spring semesters. Students must have completed a minimum of 12 credit hours and a maximum of 30 credit hours and be in good academic standing at COD. Eligible students must complete and submit the application for the Dual Degree Program at the College of DuPage.
  - b. Advising. Both institutions agree to provide students participating in the Dual Degree Program with an academic advisor. Upon admission to the DDP, students will be assigned a Governors State University advisor. All DDP students will develop a plan of study to complete their associate degree at the College of DuPage and will consult with their Governors State University advisor to ensure that their plan will also meet the requirements for their bachelor's degree at GSU. All students participating in the DDP will be encouraged to consult with their academic advisors at both institutions at least one time per semester for review of course progress towards their associate and bachelor's degrees.
  - c. Authorization for Disclosure of Education Records. As a requirement for admission to and participation in the DDP, students must provide each institution with a signed, written authorization to disclose their education records, including, but not limited to, academic, admission, advising information, program completion status, and financial aid eligibility and disbursement, to the other institution. This authorization is a requirement for completion of the Dual Degree Program application.

- d. Policies and Procedures. 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, standards of academic performance, and re-entry guidelines.
- e. Graduation and Continuing Student Status: Students will be responsible for completing the catalog/graduation requirements in effect at the time of enrollment at Governors State University, provided continuing student status is maintained, unless a change has been made related to changes in accreditation related requirements. In order to maintain continuing student status in the DDP, students must enroll in GSU coursework within two years of enrollment in the DDP or not later than the beginning of the academic year following conclusion of their studies at the College of DuPage. Once a student graduates from COD and begins to attend GSU, the continuing student status policy at GSU alone becomes applicable.
- f. Student Support Services: Dual Degree Program students will have full access to student support services from both COD and GSU, including, but not limited to counseling and academic advising, financial aid, academic support, orientations, student activities, library services, and computer labs. DDP students will be invited and encouraged to participate in lectures, cultural events, and other opportunities for enrichment sponsored by both campuses.
- g. Tuition and Financial Aid. The College of DuPage tuition rates apply for all COD courses. See Section 2 for the Governors State University Guaranteed Tuition Plan for DDP students. Students will be encouraged to apply for financial aid designating COD as their home school while they are completing their associate degree.
- h. Transfer of Credits. Dual Degree Program students are required to obtain a signed study plan from their College of DuPage and Governors State University advisors before the end of the first full term after enrollment in the DDP. Course work taken while enrolled at COD is subject to Transfer Credit Policies as defined in the GSU catalog and associated articulation/transfer agreements.
- i. Withdrawal. Students may withdraw from the Dual Degree Program at any time prior to the completion of their associate degree. Students who are not enrolled for three or more consecutive terms at the College of DuPage will automatically be withdrawn from the DDP. Students withdrawn from the DDP under such circumstances may be eligible to reapply. Academic progress shall be shared between academic advisors at both institutions. Students who fail to maintain standards of academic progress may be withdrawn from the DDP immediately, upon mutual agreement of the institutions.
- j. Data Sharing. The College of DuPage will help Governors State University identify and communicate with its students who may be appropriate for, and interested in, a bachelor's degree completion program. COD agrees to share data on students in the Dual Degree Program. GSU agrees to provide to COD a list of prospects in COD's service area. Further, GSU will provide a comprehensive report each term on COD students who have enrolled in the DDP and students who graduated from COD and have transferred to GSU. The report will include academic, admission, enrollment, major, and graduation information for all DDP students from COD.

- k. **Statement of Non-Discrimination.** Each institution warrants that it shall not discriminate against any student who applies for the Dual Degree Program on the basis of race, color, national origin, religion, gender, marital status, citizenship, age, disability, sexual orientation, unfavorable discharge from military service, or veteran status.
2. **Guaranteed Tuition Plan.** To take advantage of the **Guaranteed Tuition Plan**, students must complete their associate degree within five academic semesters (not counting summer). The **Guaranteed Tuition Plan** will lock in the GSU tuition rate that is in effect in the term when students enroll in the Dual Degree Program at the College of DuPage through their graduation from Governors State University four years later. Dual Degree Program students will be given the Guaranteed Tuition rate for four academic semesters (not counting summer) at GSU.
3. **Recordkeeping.** Both institutions will maintain records for all students in the Dual Degree Program. Both parties agree to abide by all applicable state and federal laws concerning the protection and privacy of student records, medical records, and mental health records, including but not limited to the Family Educational Rights and Privacy Act (FERPA), and the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
4. **Term and Termination.** The initial term of this Agreement shall be for the 2011-2012 academic year. The terms and conditions stated will continue indefinitely until terminated as provided herein. Either party may terminate this Agreement, without cause, by providing at least ninety (90) days written notice to the other party. The Agreement may also be cancelled at any time by mutual agreement of the parties. In the event of termination, no additional students will be admitted to the Dual Degree Program. However, any students already participating in the Program will continue with the privileges specified under this Agreement if they continue to meet standards of academic progress toward their degree.
5. **Independent Contractors.**  
In the performance of this Agreement, the College of DuPage and Governors State University are at all times acting as independent contractors and neither of them nor their respective employees shall claim to be employees, partners, joint venturers, or agents of the other.
6. **Non-Exclusivity.** This Agreement is intended to be non-exclusive. It shall not prevent either party from entering into similar agreements with other institutions or with other programs.
7. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties and supercedes any prior agreements, understandings, covenants, representations or warranties, oral or written, not incorporated herein. It may not be modified, amended, supplemented, or otherwise changed, except by a written document signed by both parties.

This Agreement shall be governed by and construed in accordance with the substantive laws of the State of Illinois regardless of any conflict of laws provision.

IN WITNESS WHEREOF, the College of DuPage and Governors State University have executed this Agreement as of the day and year written above.

**For College of DuPage:**

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Dr. Joseph Collins, Executive Vice-President, College of DuPage

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Dr. Robert L. Breuder, President, College of DuPage

**For Governors State University:**

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Dr. Terry L. Allison, Provost and Vice-President of Academic Affairs

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Dr. Elaine P. Maimon, President