

MEMORANDUM OF UNDERSTANDING
Stevenson University, Inc. and Baltimore City Community College

This Memorandum of Understanding (“Agreement”) is made by and between Stevenson University Online, a division of Stevenson University, Inc., 1525 Greenspring Valley Road, Stevenson, Maryland 21153 (“Stevenson University”) and Baltimore City Community College, an agency of the State of Maryland, 2901 Liberty Heights Avenue, Baltimore, Maryland 21215 (“Baltimore City Community College”).

A. Purpose:

1. The purpose of this Memorandum of Understanding is to provide the terms of an operational relationship between Baltimore City Community College and Stevenson University.

B. Goals:

1. To provide educational opportunities for graduates of Baltimore City Community College through the availability of various courses for programs offered by Stevenson University Online, leading to a bachelor’s degree.
2. To increase the number of Baltimore City Community College graduates who are bachelor’s prepared.

C. Stevenson University’s Responsibilities:

1. Provide courses leading to the appropriate Bachelor of Science degree.
2. Provide its own faculty to instruct the courses.
3. Provide Baltimore City Community College with all appropriate and important information that needs to be communicated to the participating graduates.
4. Contact the designated liaison at Baltimore City Community College to notify about course offerings.
5. Provide a contact to act as a liaison between Stevenson University and Baltimore City Community College.
6. Advise all incoming students of their course sequence, potential transfer credits, and/or program credit review for free.

D. Baltimore City Community College’s Responsibilities:

1. Provide all appropriate information to all Baltimore City Community College graduates about the Stevenson University and Baltimore City Community College collaboration through transfer advisors and other applicable departments and personnel.
2. Support Stevenson University’s recruiter and/or advisor in informing Baltimore City Community College’s graduates about recruitment and advising appointments that are held on-site both at Baltimore City Community College and at Stevenson University.
3. Invite Stevenson University to promote the programs on-site at any Baltimore City Community College locations during any college, transfer, or career fair.
4. Allow a minimum of two visits per year solely for the purpose of promoting this agreement.
5. Provide Stevenson University a direct contact person in the student transfer office.

E. General Principles:

1. The Adult Undergraduate Bachelor's degree programs are designed for students with at least 15 prior college credits and/or graduates of a community college program.
2. Students who apply to Stevenson University must meet all standard academic requirements for admission to the particular program.
3. Appointed institutional representatives at Stevenson University and Baltimore City Community College will ensure that appropriate personnel in their respective institutions are aware of this agreement, including administration, managers, employees, members, deans, faculty, transfer office personnel, and other staff.
4. Stevenson University and Baltimore City Community College agree to monitor the performance of this Agreement and to revise it as necessary.
5. Representatives from both institutions will agree to meet at least, but not limited to, twice annually. These meetings will help facilitate any changes, problems, or items that need to be updated or corrected.

F. Recruitment of Baltimore City Community College Graduates into the Program:

1. Stevenson University and Baltimore City Community College will provide liaisons who will work together to recruit the population of Baltimore City Community College graduates who are interested in completing their bachelor's degree.
2. Baltimore City Community College will provide appropriate workspace for Stevenson University's recruiter/advisor in an appropriate location on all campuses during recruiting/advising visits.

G. Tuition Policy:

1. Stevenson University will offer graduates of Baltimore City Community College registered in the Adult Undergraduate programs a 20% tuition discount. For specific cost information, please see Addendum A.
2. The tuition discount is for tuition only and cannot be applied to supplies, books, fees or other costs associated with the program(s).
3. Ultimately, the student is responsible for any fees or tuition owed to Stevenson University.
4. The effective date would be the next semester start after this Agreement is signed by both organizations' representatives.
5. This discount will be offered only for Stevenson University On line's Adult Undergraduate programs. For a specific list of programs, please see Addendum B.
6. The tuition discount is not retroactive; however, current Stevenson University Online students who are graduates of Baltimore City Community College are eligible for the tuition discount beginning the next semester start after this Agreement is signed by both institutions' representatives.
7. Stevenson University will give written notice to Baltimore City Community College's designated representative 60 days in advance should tuition and/or fees rise.


H. Effective Date:

1. Initial Term - This Agreement becomes effective upon signature by all parties and shall continue in effect for a period of five years (the Initial Term and together with any extension renewal thereof, the "Term").
2. Extension - This Agreement shall automatically be extended at the end of the Initial Term or at the end of each additional term for an additional period of one year unless either party notifies the other party in writing at least sixty (60) days prior to the end of the Initial Term or any additional term that it does not wish to extend the Agreement. Stevenson University and Baltimore City Community College will consider, in good faith, any amendments proposed by either party; however, this Agreement may only be amended in writing by both parties.

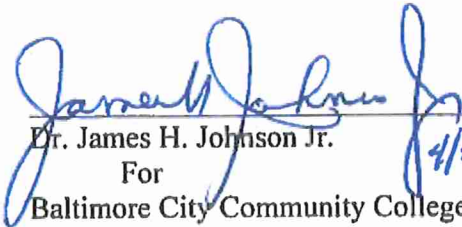
I. Termination:

1. The Agreement may be terminated by either party for due cause and after 6- days notice to the other. Termination of the Agreement will not affect the admission status of currently enrolled students, and they shall be able to transfer locations without penalty. The parties may, at a later date, decide that it is in their mutual best interest to offer classroom-based courses at Baltimore City Community College. In that event, a separate Agreement would have to be negotiated and executed.

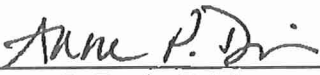
IN WITNESS WHEREOF the parties hereto have executed this Agreement in the duplicate this 09th day of May, 2019.




 Susan Thompson Gorman, Ph.D.
 Executive Vice President and Provost
 Stevenson University, Inc.



 Dr. James H. Johnson Jr.
 For
 Baltimore City Community College 4/29/19




 Anne P. Davis, D.M.
 Dean, Stevenson University Online
 Stevenson University, Inc.



 Dr. Daphne R. Snowden
 Dean, Academic Operations & Services
 Baltimore City Community College

Approved for Form & Legal Sufficiency



 Signature

Addendum A
STEVENSON UNIVERSITY
Stevenson University Online
Tuition Rate Per Credit Hour
Effective March 28, 2019

Service	Rate Per Credit Hour 20% Reduction	Rate Per Credit Hour Standard
Adult Undergraduate (Nursing)	\$396	\$495
Adult Undergraduate (Non-Nursing)	\$360	\$450
Adult Undergraduate (Professional Studies)	\$316	\$395
Fees per Semester (All Programs)	NO FEES	

Addendum B
STEVENSON UNIVERSITY
Stevenson University Online

Stevenson University Online, a division of Stevenson University, Inc., offers the following undergraduate academic programs:

Adult Undergraduate Programs (Nursing):

- Nursing (RN to BS)
- Nursing (RN to MS)

Adult Undergraduate Programs (Non-Nursing):

- Business Administration
- Business Communication
- Criminal Justice
- Cybersecurity & Digital Forensics
- Interdisciplinary Studies
- Legal Studies

Adult Undergraduate Programs (Professional Studies):

- Professional Studies (degree completion program)