Memorandum of Understanding
Bachelor of Science granted by Virginia Wesleyan College to
Master of Science or Master of Engineering granted by Old Dominion University

Fall 2011

This program agreement offers the student the opportunity to earn both a Bachelor of Science degree from Virginia Wesleyan College and a Master’s degree in Civil, Environmental, Mechanical, Electrical, Computer, Aerospace Engineering or Modeling & Simulation from Old Dominion University. Students in this program attend Virginia Wesleyan and take pre-determined undergraduate engineering courses at ODU. Upon obtaining the approval of the VWC Director of the Pre-Engineering Program, and with the condition that the VWC academic grade point average is 3.0 or higher, the student will register via the Tidewater Consortium for the appropriate Old Dominion University engineering courses.

Upon completion of the Bachelor of Science degree from Virginia Wesleyan, the student will apply to Old Dominion University as a degree seeking graduate student. In order to maintain good standing in this program and be admitted to the graduate program in engineering at Old Dominion University, the student must maintain a minimum of a 3.0 cumulative grade point average (both overall and in the engineering courses) and earn an acceptable score on the Graduate Record Examination.

The Master of Engineering program is designed to require approximately 12 months to complete assuming full-time graduate status. The student may elect to pursue either the Master of Engineering degree or the Master of Science at ODU. A Master of Science degree will require a longer time (typically 18 months) because of the thesis research associated with the degree.

It is agreed that the Chief Academic Officer at either school will inform in writing those at the other institution of any changes which affect these programs (including opting out of the agreement), with at least one year advanced notice.

This agreement shall be effective for five years from the date of signing, unless terminated beforehand. The program shall be reviewed in four years following the date of signing to determine if its goals are being achieved and if the agreement should be renewed for an additional five-year period. Both institutions believe that neither party should need to incur any additional financial obligations as a result of this agreement and understand that all additional financial arrangements should be agreed to by both parties on a case-by-case basis and will depend upon the availability of funds.

Guidelines and Procedures

1. VWC students will contact the Registrar’s Office at ODU in order to enroll via the consortium agreement.

2. Before taking courses at ODU, the student must have completed at least 60 credit hours at Virginia Wesleyan College and have a GPA of at least 3.0. (Dual enrollment and/or Advanced Placement credits will be counted toward the 60 credit hours.)
3. The applicable engineering department advisor at ODU must be notified by the student regarding participation in the program agreement with VWC program. Participating students will work with an academic advisor in the engineering department to resolve prerequisite and co-requisite issues in conjunction with the Office of the Registrar.

4. The student completes approximately 15 to 35 semester hours of engineering courses (leveling courses) as appropriate for the specific degree program at Old Dominion University. These courses have been selected to provide a useful introduction to engineering while fulfilling the 128-credit-hour requirement for the VWC degree.

5. The student is required to follow ODU policies, procedures, and deadlines while enrolled at Old Dominion University, just as a native student.

6. Those students who enroll at ODU to complete the leveling courses will be awarded the Bachelor of Science degree at VWC upon successful completion of those leveling classes (35 credits at a maximum with a grade of C or better in each course). These course credits must be transferred to VWC for completion of the baccalaureate degree. Virginia Wesleyan will certify that the student has earned a Bachelor of Science degree and the date of the award.

7. During their final year at VWC, students should apply to Old Dominion University for degree-seeking graduate student status prior to the posted application deadlines. The final official Virginia Wesleyan College transcript showing degree conferral must be sent to the Office of Graduate Admissions at Old Dominion University. The application fee will be waived for students who have already paid the non-degree application fee.

8. The student whose application for graduate status has been received by the posted deadline, whose cumulative grade point average for all course work leading to the Bachelor of Science degree is at least 3.0 and who has earned a satisfactory score on the Graduate Record Examination will be admitted into the Old Dominion University graduate program in Engineering (Master of Science or Master of Engineering).

9. VWC will provide a list of all students participating in the program to the Batten College of Engineering Dean’s Office within a week of the add/drop deadline for Old Dominion University. Based on this list, ODU will create an invoice totaling all ODU tuition and fees for those VWC students enrolled in leveling courses.

10. VWC will be billed at the ODU rates as approved for each academic year.

11. An invoice will be sent to VWC each semester for students who are enrolled and participating under this agreement. VWC will submit payment for the tuition and fees by the stated date on the invoice.
VWC Requirements for Participation in the Engineering Program Agreement with ODU

1. The student’s VWC GPA must be at least 3.0, both overall and in mathematics and physics courses, to be eligible for the program.

2. The student will have declared a Bachelor of Science degree major in Chemistry, Earth and Environmental Science, Mathematics, Computer Science, or Biology.

3. The student will have successfully completed the following courses before transferring or taking engineering courses at ODU.

   - Math 172 Calculus II (and prerequisites)
   - Math 217 Linear Algebra
   - Math 303 Multivariable Calculus
   - Math 315 Differential Equations
   - Math 210 or Math 310 (one statistics course)
   - CS 112 Programming I (Java, C++)
   - PHY 221 Physics I
   - PHY 222 Physics II
   - CHEM 120 Introductory Chemistry
   - CHEM 200 Inorganic Chemistry

4. Careful planning is absolutely necessary in order to complete the requirements within 5 years. The student should meet with VWC Pre-engineering advisor each semester.

5. The student should declare Pre-Engineering and add the Pre-Engineering advisor through the Registrar’s Office during the first year at Virginia Wesleyan. The dual-degree program is not designed for transfer students.

6. Transportation Scholarships are available to qualified students.

7. The Virginia Wesleyan College Four-year Guarantee does not apply to courses at Old Dominion University.
This agreement is approved and accepted by the following representatives of each institution:

Timothy O'Rourke 1-9-12  
Vice President for Academic Affairs  
Virginia Wesleyan College

Carol Simpson 12/4/11  
Provost and Vice President for  
Academic Affairs  
Old Dominion University

Christopher Haley 1/9/12  
Division Chair, Natural Science and Mathematics  
Virginia Wesleyan College

Oktay Baysal 12/13/2011  
Dean, Batten College of Engineering  
and Technology  
Old Dominion University

Approved as to form:

By: [Signature]
Office of University Counsel