



**OFFICE OF THE REGISTRAR**  
4<sup>th</sup> Floor, Hall Campus Center  
Phone: (434) 544-8218 Fax: (434) 544-8220  
Email: [registrar@lynchburg.edu](mailto:registrar@lynchburg.edu)

**Intent to Transfer from a Virginia Community College to Lynchburg College**

I intend to transfer to Lynchburg College under the terms of the Guaranteed Admissions Agreement (GAA) established between Lynchburg College (LC) and the Virginia Community College System (VCCS).

I understand that I must have completed a minimum of 15 credits towards my degree at my VCCS college before submitting this form. I also understand I must graduate from my VCCS college with an Associate in Arts and Sciences degree, Associate in Arts degree or Associate in Sciences degree with at least a 2.0 grade point average.

Signing this agreement will not obligate me to attend Lynchburg College.

**I have read and understand the requirements, procedures, deadlines and my responsibilities as described in the GAA with Lynchburg College.**

Name: \_\_\_\_\_  
(Last) (First) (MI)

SSN#: \_\_\_\_\_ VCCS#: \_\_\_\_\_

Phone Number: \_\_\_\_\_ email address \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Number of Credit Hours Completed: \_\_\_\_\_

Anticipated Major at LC: \_\_\_\_\_

Anticipated Completion Date for Associates degree: \_\_\_\_\_

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of VCCS Advisor/Counselor: \_\_\_\_\_

Mail completed form to: Lynchburg College; Office of the Registrar; 1501 Lakeside Dr.; Lynchburg, VA 24501-3199 or email [registrar@lynchburg.edu](mailto:registrar@lynchburg.edu).

Questions about the transfer of credits to LC? email [registrar@lynchburg.edu](mailto:registrar@lynchburg.edu) or call 434-544-8218

# **GUARANTEED ADMISSION AGREEMENT**

## **VIRGINIA COMMUNITY COLLEGE SYSTEM AND LYNCHBURG COLLEGE**

Lynchburg College (LC) and the Virginia Community College System (VCCS), recognizing the need to facilitate the transfer of students from the community college to LC, resolve to adopt a Guaranteed Admission Agreement (GAA). LC provides special opportunities to help VCCS students experience a smooth transition to LC.

In an effort to ease the transfer process, VCCS and LC provide the following guaranteed admission agreement.

### **Definitions**

“Transfer-oriented associate degrees” refers to VCCS Associate of Arts, Associate of Science, and Associate of Arts and Sciences degrees. This includes VCCS General Studies associate degrees that have been approved by the State Council of Higher Education for Virginia (SCHEV) as transfer degrees according to the State Committee on Transfer (see website at <http://www.schev.edu/Students/SCThome.asp>).

“GAA student” refers to a student who graduates from a transfer-oriented degree program at a Virginia community college with a grade point average (GPA) of 2.0 or higher on a four-point scale and who intends to transfer to LC.

“GAA Contact” refers to staff members designated by each Virginia community college and by LC who work with prospective GAA students.

### **Academic Admission Agreement**

GAA students are guaranteed admission to LC and may expect the following:

1. LC will guarantee the acceptance of all transferable credits earned, with a grade of “C” or higher, from the transfer-oriented associate degree program, not to exceed 76 credits. No distinction will be made by LC regarding college courses applicable to the transfer-oriented associate degree that are taken through dual enrollment arrangements with high schools.
2. Completion of the transfer-oriented degree program will guarantee completion of the LC general education component of the undergraduate curriculum, with the exception of the intermediate foreign language (3 semester hours) and senior symposium (2 semester hours) course requirements. For GAA students whose transfer-oriented degree program included foreign language at the intermediate level, only the senior symposium is required to complete the LC general education component.
3. LC cannot guarantee that students will be able to complete all requirements for graduation within the 124 credit minimum required for graduation. LC will inform the student at the time of enrollment if there are additional course requirements beyond the 124 minimum semester hours needed for graduation. Such courses will be specified in writing.

4. Acceptance in some degree programs at LC is competitive; thus guaranteed admission into LC does not imply admission to these programs without further acceptance by the program or department offering the program.

### **Eligibility**

To be guaranteed admission to LC, students must complete the requirements to become GAA students (graduation from a transfer-oriented degree program at a Virginia community college with a cumulative grade point average (GPA) of 2.0 or higher on a four-point scale with intent to transfer to LC) and submit an official transcript showing completion of the associate degree to the LC Admissions Office.

Students who were previously enrolled at LC and transferred back to a VCCS college to complete the transfer-oriented associate degree are not eligible for participation in the GAA. VCCS students who do not meet the GAA eligibility requirements listed above are eligible to apply for admission to LC but will not be guaranteed admission under this agreement.

### **Benefits to Virginia Community College Students**

1. LC waives its application fee.
2. Through the community college GAA Contact, students can obtain the name and contact information for the LC GAA Contact, who can direct them to LC departmental advisors for advice and information on meeting requirements for various LC majors.
3. GAA students enrolling in LC are eligible to apply for scholarships designated by LC especially for GAA students. Academic scholarships for transfer students ranged from \$5,000 to \$10,000 for Fall 2006 and are awarded to traditional-aged full-time students (under the age of 25\*) based on the cumulative grade point average for all coursework. All students are automatically considered for academic scholarships once they are granted admission to the College. No separate scholarship application is required. Some highlights of at LC transfer scholarship structure are shown in the table below:

| <b>Scholarship Name</b>      | <b>Amount</b> | <b>Minimum Academic Requirements</b>  |
|------------------------------|---------------|---------------------------------------|
| Trustee Transfer Scholarship | \$10,000      | 3.50 or greater GPA on all coursework |
| Dean's Transfer Scholarship  | \$ 7,500      | 3.00-3.49 GPA on all coursework       |
| Alumni Transfer Award        | \$5,000       | 2.50-2.99 GPA on all coursework       |

\* Students enrolled in our Access program (students age 25 and older) are not eligible for these awards but benefit from a significant tuition discount, normally 50%.

### **Responsibilities**

GAA students will:

1. Follow all LC application processes and all special departmental/program application procedures, deadlines, and grade point average requirements.

2. Have declared an intent to transfer to LC under the GAA to the community college GAA Contact after a minimum of 15 credits towards the transfer-oriented associate degree is completed and before applying for graduation from the community college.

The community college will:

1. Assist prospective GAA students in declaring intent to transfer to LC under the GAA.
2. Advise students regarding courses needed to complete the transfer-oriented associate degree.
3. Make available information about LC and the GAA to prospective GAA students enrolled in transfer-oriented associate degree programs.

LC will:

1. Consider GAA students who enroll at LC on the same basis as native students for admission to competitive programs, registration, financial aid, scholarships, student housing, parking, and any other opportunities open to native students with junior standing.
2. Provide tracking data annually on the performance of GAA students at LC, to include comparisons with native students. The specific data elements and the timing of the report will be determined by the institutional research staffs at VCCS and LC.