

TRANSFER AGREEMENT
Between
HARRISBURG UNIVERSITY OF SCIENCE AND TECHNOLOGY
And
LACKAWANNA COLLEGE

Harrisburg University of Science and Technology (HU) and Lackawanna College (LC) agree to coordinate their respective programs for a “2 + 2 Agreement” (Agreement) that allows academically qualified LC students with an associate degree to transfer into a HU’s baccalaureate degree. The principal beneficiaries of this effort are the LC students, who are served by current information about programs and this Agreement between the Parties.

This Agreement provides LC students the opportunity of planning a total baccalaureate degree program with HU at the outset of their college education at LC as defined by this Agreement.

I. PRINCIPLES OF AGREEMENT

HU and LC confirm the following principles to assure equal treatment of university/college and transfer students.

1. This Agreement applies to LC students who are scheduled to and/or have completed an Associate degree in the transfer and/or select, career preparation curriculum at LC.
2. Admission and program requirements for a baccalaureate degree shall be the sole responsibility of HU.
3. HU exclusively controls its respective academic programs. Nothing contained in this Agreement or any subsequent formal agreement is, or intended to be, delegation of that control.

HU has sole authority over all final decisions regarding its program structure, delivery method, and course content; selection, retention, supervision, credentialing, evaluation, and termination of faculty; its admission, registration, discipline, termination, and assessment of students; its calculation and award of prior learning credit; evaluation of student progress; and the awarding and recording of credit independently including the issuance of any HU degree.

LC has exclusive control over its respective educational and training programs. Nothing contained in this Agreement or any subsequent formal agreement is, or intended to be, a delegation of that control.

LC has sole authority over all final decisions regarding its program structure, delivery method, and course content; selection, retention, supervision, evaluation, and termination of faculty; its admission, registration, discipline, termination, and assessment of students; evaluation of student progress; and the awarding and recording of credit independently, including the issuance of any LC certificates of completion for advanced studies.

4. LC students who follow the prescribed HU baccalaureate degree admission and program requirements at LC and are scheduled to and/or have earned an Associate degree in the transfer program at LC may be admitted to HU with a junior level standing. However, some majors will require more than four semesters for completion.
5. Under this Agreement, LC students will be granted admission into HU on the following conditions:
 - Graduate from LC with an appropriate Associates degree with a minimum cumulative GPA of 2.0 on a 4.0 scale;
 - Interview with an HU Admissions Counselor;
 - Complete HU's admissions application once the student and satisfy all other regular HU admissions requirements including the submission of official transcripts and goal statement;
 - Not attend another institution of higher education between the time they graduate from LC and enroll at HU;
 - Satisfy all other HU transfer requirements including any admission requirements for the major.
 - Enroll at HU within one year of LC graduation.
6. The same criteria for transferring individual courses of other transfers to HU will be applicable to LC students. Specific course transfers must be completed with a grade of "C" (2.00 on a 4.00 scale) or better, unless specific departments require a higher grade point average (GPA). The maximum number of transferable credits to the student's record is 87; no more than 70 may have been earned at a two-year institution.
7. All students must be in good-standing according to HU policy at time of admission.
8. When program requirements change at HU, LC students who have submitted a letter of intent to enroll at HU will have the option of satisfying "old" program requirements in the same manner as native HU students. However, this "grandfathering" is limited to two years from HU's implementation date of any changes, except when changes are required by an accrediting agency. Accrediting agency requirements must be met and are not negotiable.
9. The transfer representatives from both institutions recognizing the LC general education degree requirements in the transfer programs shall develop articulated programs of study for students at LC. These programs of study will be reviewed by the appropriate LC academic division, which may make suggestions to the HU transfer representatives about a specific course's acceptability.
10. HU and LC will develop Advising Sheets for each HU major that outlines the course sequence a student should take at LC. These sheets will aid in advising and directing the LC student through their two years at LC. The Advising Sheets will be reviewed annually by both LC and HU.
11. Students applying to HU must provide written consent for release of information from LC

to HU necessary to facilitate the admissions process and to ensure the requirements of the program are met.

12. The HU Office of Admissions' Transfer Coordinator will provide advising to LC students as needed.
13. Students may change their HU major at any time once admitted to HU; however, they will be required to meet the entrance requirements for the new major at the time of change and the change must be approved by HU.
14. HU will send a scheduling packet (date/time to schedule classes) to the student the semester prior to matriculation to HU. Students will receive an official admissions letter from HU after their application is completed and reviewed. Upon receipt of the final LC transcript, HU will complete a final official transcript evaluation. This will be completed prior to matriculation to HU.
15. Students will be provided with financial aid information for both institutions. They will receive full consideration for HU financial aid upon acceptance and matriculation to HU.
16. LC and HU jointly agree to develop and implement advertising and promotional efforts to communicate the benefits of this agreement.
17. Each institution will designate a representative who will coordinate this program between the two institutions.

	LC	HU
Name of staff person responsible for oversight	Erica Barone Pricci, Ph.D.	Beverly Magda, Ph.D.
Title of staff person	Vice President for Academic Affairs, Chief Academic Officer	Associate Provost, Strategic Partnerships
Email address	priccie@lackawanna.edu	bmagda@harrisburgu.edu
Telephone Number	(570) 955-1461	717.901.5114

18. HU agrees to waive diagnostic testing for LC students who have achieved a grade of "C" or better in their college level general education courses in communication and college algebra.
19. The Parties agree that a five-year time limit for transferring a student's credits in science/technology from LC to HU may be implemented. There is no time limit for general education courses. The calculation of time commences upon the LC student's graduation. The LC student's formal request to HU must be completed before the five-year limitation date.

20. Though remedial and orientation courses do not normally fulfill graduation requirements, HU will, on a course-by-course basis, treat transfer credit from LC for courses in remediation and orientation in the same manner as comparable courses at HU.
21. On a regular basis, aggregate and demographic data on former LC students will be transmitted to HU for the purpose of gathering appropriate data for research and for advising of future students. Caution will be exercised to ensure compliance with the Family Educational Rights and Privacy Act (FERPA).
22. LC students transferring to HU will be treated the same as native HU students of equal class standing when applying for financial aid and in the award and distribution of funds.
23. LC students transferring to HU will receive consideration for campus housing on the same basis as native HU students of equal class standing.
24. Upon transferring, LC students will become students of HU and subject to all HU's policies and procedures including but not limited to those concerning academics and student behavior.
25. LC students transferring to HU will receive equal opportunity to pre-register for classes and have access to other student services on the same basis as native HU students of equal class standing.
26. An informal review of programs will occur every two years for the purpose of updating information for students and staff. The review will be initiated by HU.
27. This Agreement shall be reviewed every 2 years from the date of signature and shall terminate in 5 years from the signature date subject to a new Agreement.
28. The student while enrolled either at LC or HU shall comply with each school's academic policies, requirements, catalogs, handbooks, and codes of conduct. However, the specific policies, requirements, catalogs, handbooks, and codes of conduct in effect for the bachelor's degree as awarded by HU will be as such during the time of the student's enrollment into the program unless amended by HU for the entire student population.
29. Upon formal approval of this agreement, joint advertisement and promotion will be developed by the appropriate representative at each institution. The parties may utilize each other's trademarks in connection with promoting the Agreement, provided the other party pre-approves such use; neither party shall gain any right, title or interest in any name or trademark of the other party.

II. MUTUAL TERMS AND REQUIREMENTS

1. This Agreement is subject to change or modification by mutual written consent between the parties. Any provisions of this Agreement which remain to be performed or by their nature would be intended to be applicable following the expiration or termination of this Agreement shall survive the expiration/termination of this Agreement. Either party may terminate this Agreement with 90 days written notice. All students accepted by HU or who

have submitted an application to HU at the time a notice of termination is delivered will continue to receive the benefits of this Agreement.

2. Neither of the parties shall assume any liabilities to each other than those contained within this Agreement. Regarding liability to each other, including but not limited to death to persons and/or damages to property, the parties do not waive any causes of actions or defenses by signing this Agreement.
3. This Agreement is not exclusive, and the parties are free to contract with other institutions in a similar manner.
4. This Agreement shall be construed in accordance with the laws of the Commonwealth of Pennsylvania, without regard to its choice of law doctrine.
5. Neither party shall discriminate in the performance of this Agreement because of race, color, sex, sexual orientation, gender identity, age, religion, handicap, marital status, or national origin in violation of any applicable federal, state or local law or regulation.
6. Both parties shall protect the confidentiality of student records as dictated by the FERPA and shall release no personally identifiable student information absent written consent of the student unless required to do so by law or as dictated by the terms of this Agreement.
7. LC and HU shall at all times under this Agreement comply with all Federal, State, and local laws and respective institutional policies.
8. This Agreement shall only be modified in writing with the same formality as the original Agreement.
9. Neither party shall assign any of its rights or obligations under this Agreement without the prior written consent of the other party. Any assignment is expressly prohibited and shall be deemed null and void.
10. If any provision of this Agreement shall be declared by a court of competent jurisdiction to be invalid, or the parties determine any provision to conflict with any applicable federal, state or local law or regulation, then the remaining provisions of this Agreement shall be unaffected and shall remain in full force and effect.
11. The waiver of a breach of any of the terms of this Agreement shall not be deemed a waiver of any subsequent breach or default whether of the same or similar nature and shall not in any way affect the other terms. No waiver shall be valid or binding unless in writing and signed by the parties.
12. Any notice provided for or permitted under this Agreement shall be treated as having been given the next business day after being sent by nationally recognized commercial overnight courier or three business days after being postage prepaid by certified or registered mail, return receipt requested, to the party to be notified or upon receipt if delivered in person. Notices will be sent to the addresses set forth in this Agreement or such other address as may be provided from time to time.

LC: Lackawanna College
501 Vine Street
Scranton, PA 18509
ATTN: Erica Barone Pricci, Ph.D.
Vice President for Academic Affairs

HU: Harrisburg University of Science and Technology
326 Market Street
Harrisburg, PA 17110
ATTN: Beverly Magda, Ph.D.
CC: Office of General Counsel

13. The relationship between LC and HU is that of independent contractors. The relationship to each other shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.
14. The parties will cooperate to create all appropriate public, promotional announcements or press releases relating to this collaboration and will not make any independent announcements except as necessary to conduct the business contemplated by the agreement and activities necessarily related to it.
15. By signing below, each party acknowledges its agreement with the terms and conditions of this Agreement and each signatory represents and warrants that he/she is authorized to sign on behalf of his/her organization to all the terms and conditions of this Agreement. This Agreement and any attachments, which are incorporated into this Agreement, constitute the full and complete understanding of the parties with respect to this subject matter and supersedes all prior negotiations, understandings, and agreements between the parties related to this subject matter.

Authorize this agreement to become effective on January 7, 2020

For HU

For LC



Bili S. Mattes, D.Ed.
Provost & Chief Academic Officer



Erica Barone Pricci, Ph.D.
Vice President for Academic Affairs
Chief Academic Officer

Provost



Eric D. Darr, Ph.D.
President



Jill Murray, Ph.D.
President

01.08.2021

Date

1-7-2021

Date

Addendum 1. Outline of courses at LC and HU

Transfer Sheet

First Semester			HU
Course #	Course Name	Credits	Equivalent
CYB 105	Introduction to Cyber Security	3	CYOM 105
CYB 110	Linux Fundamentals	3	
COM 125	Effective Speaking	3	
ENG 105	College Writing	3	
	Social Science Elective	3	
COL 101	Freshman Experience	1	
Second Semester			
CYB 120	Networking Fundamentals	3	
CYB 125	Database & Scripting Basics	3	
MAT 120	College Algebra	3	
PHL 105	Introduction to Philosophy	3	
Humanities or Free Elective		3*	
Third Semester			
CYB 200	Cyber Security Internship	3	
CYB 210	Linux OS Administration	3	CYOM 340
CYB 215	Introduction to Cryptography	3	
CYB 220	Network Design & Protocols	4	
MAT 220	Pre-Calculus	4	
	Science Elective	3	
Fourth Semester			
	Cyber Security Design		
CYB 205	Principles	3	CISC 225
CYB 225	Database Administration	4	CYOM 430
CYB 230	Web Application Development	4	
MAT 135	Intro to Statistics and Data	3**	
COL 201	Capstone Seminar	1	
Total Credits		66	

*HU requires another level English/Writing course. Can one of Lackawanna's courses be used here?

**HU requires statistics. Lackawanna students take as part of their coursework at Lackawanna

HU Courses in CYOM Cybersecurity Management and Leadership Concentration
 CYOM 130 Cybersecurity Ethics and Policy

3

CISC 120	Fundamentals of Computing	3	
CYOM 215	Critical Thinking, Reasoning and Analysis in Cybersecurity	3	
SEMR 315	Accelerated Learning Cornerstone	3	
MEBA 220	Principles of Business Management	3	
CYOM 230	Cyber Defense	3	
CYOM 322	Fundamental Security Design Principles	3	
CYOM 410	Cloud Cybersecurity and Governance	3	
CYOM 398	Project I	3	
CYOM 498	Project II	3	
CYOM 499	Occupational Practicum or CYOM 365 Internship	3	
CYOM 345	Cybersecurity Planning, Management and Policy Development	3	
GEND 325, 400, or 425	Consulting, The Entrepreneurial Mind, Globalization	6	Student elec
CYOM 445	Cyber Risk Analysis and Management	3	
CYOM 458	Cybersecurity Program and Project Management	3	
MEBA 440	Leadership and Organizational Behavior	3	
CYOM 460	Cyber Investigations and Legal Awareness	3	
Total		54	
HU Courses in CYOM Cybersecurity Operations and Management			
CYOM 130	Cybersecurity Ethics and Policy	3	
CISC 120	Fundamentals of Computing	3	
CYOM 215	Critical Thinking, Reasoning and Analysis in Cybersecurity	3	
SEMR 315	Accelerated Learning Cornerstone	3	
MEBA 220	Principles of Business Management	3	
CYOM 230	Cyber Defense	3	
CYOM 322	Fundamental Security Design Principles	3	
CYOM 410	Cloud Cybersecurity and Governance	3	
CYOM 398	Project I	3	
CYOM 498	Project II	3	
CYOM 499	Occupational Practicum or CYOM 365 Internship	3	
CYOM 350	Managing Cyber Security Operations	3	
GEND 325, 400, or 425	Consulting, The Entrepreneurial Mind, Globalization	6	Student ch
CYOM 448	Emerging Technologies	3	
CYOM 450	Risk Identification by Penetration Testing	3	
CYOM 455	Advanced Cloud Cybersecurity and Governance	3	
CYOM 480	Systems Security Engineering	3	
Total		54	