

# **Agreement between Utica College and Mohawk Valley Community College**

## **Statement of Purpose**

There are many international students who, but for their weak English language skills, would otherwise be academically qualified for admission to Utica College. The purpose of this partnership with Mohawk Valley Community College (MVCC) is to enter into a contractual agreement that designates MVCC as UC's provider of ESL training for students admitted to UC but whose English language skills do not meet the standards established by UC for admission. Thus, UC will admit these students "conditionally" based upon all standards for admission and the additional condition that they enroll in the ESL program as prescribed and provided by MVCC. Students will register for a combination of ESL courses at MVCC and appropriate courses (e.g. math, computer science) at UC resulting in a student with full-time status as defined by US Immigration Law. UC recognizes the academic excellence of the ESL program offered at MVCC and is confident in entrusting its students' success to this program.

## **Benefits**

This is a cooperative effort between Mohawk Valley Community College and Utica College. It provides an environment of synergy wherein the unique strengths of each institution are increased because they are part of a greater partnership. It is intended to attract and aid international students by making available to them services and experiences that would not be available to them without this partnership. It further has the benefit of promoting interaction between the colleges' students, faculty and staff. Also, MVCC benefits by expanding its ESL program and gaining greater visibility through promotion by UC and word of mouth by the students participating. UC benefits by being able to broaden its recruiting field to include good students who otherwise would be excluded solely because of English language deficits.

## **Responsibilities of Utica College**

- UC is solely responsible for reviewing the student's application, transcripts, and all other supporting documents normally necessary to determine scholastic and linguistic eligibility for admission, as well as the student's financial documentation.
- UC may conditionally accept students from Saudi Arabia through an agreement with the Saudi Arabian Cultural Mission (SACM) to the USA and authorized by the Royal Embassy of Saudi Arabia. The Saudi government authorizes up to one year of ESL for Saudi students, and upon successful completion of the ESL program, per agreement UC may enroll them in academic courses at UC. No minimum TOEFL or language proficiency scores are required.
- For all other applicants, UC will accept only those qualified students who have a minimum TOEFL (Test of English as a Second Language) score of 500 (paper), 173 (computer), 59 (internet), or an IELTS (International English Language

Testing System) score of 5.0. Other standard measures of English language proficiency will be considered.

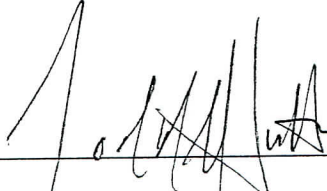
- All financial aid (scholarships, grants, loans, etc.) will be processed through the UC Financial aid Office.
- The student, when admitted, will be considered a full-time matriculated student of UC. UC will issue the I-20 documentation necessary for the student to obtain an F-1 Student Visa.
- UC will provide to MVCC English proficiency scores and/or evaluations available for each student referred to MVCC.
- UC is responsible for providing the student with pertinent and timely information about the English Language Program provided to UC by MVCC.
- If on-campus housing is required or requested by the student, UC will be the sole provider.
- If an on-campus meal plan is required or requested by the student, UC will be the sole provider.
- UC will collect all tuition, housing, and meal plan payments from the student.
- UC will pay the current MVCC per credit hour tuition rate and fees to MVCC at the end of each academic term.
- UC will notify MVCC as to the number of anticipated students as early as possible prior to the next academic term.
- UC as the home institution will register all students. This does not preclude MVCC from registering those same students for its administrative and record-keeping purposes. This will be referred to as “ESL Cross Registration.”

### **Responsibilities of Mohawk Valley Community College**


- MVCC agrees to accept into its ESL program full-time matriculated students from UC approved and referred by the Associate Dean of International Education, the Vice-President of Academic Affairs, or their designee.
- MVCC ESL Program faculty will be responsible for assessment and placement of students into the appropriate ESL classes.
- Classes will be held at the MVCC campus. This does not preclude the possibility of holding ESL classes at UC but taught by MVCC faculty, upon mutual agreement.
- MVCC agrees to provide the UC Registrar’s Office with transcripts within 15 days of the end of the semester.
- MVCC agrees not to enroll students in non-ESL courses without explicit approval from the Associate Dean of International Education, the Vice-President of Academic Affairs or their designee of Utica College.
- MVCC will immediately notify the Office of International Education if a student withdraws, is chronically absent, or is at risk of failing.
- MVCC has the right to limit the number of ESL cross-registered students each term. MVCC will notify UC as early as possible in the previous term as to the number of seats available.

## Student Responsibilities

- Students are responsible for reporting to UC by the date required on the I-20.
- Students are responsible for ESL Cross-Registering at UC with signature approval from the Registrar of Utica College and the Associate Dean of International Education, the Vice-President of Academic Affairs or their designee.
- Students are expected to follow the academic and administrative policies and procedures at both their home and host institutions. Students are expected to do required course work and follow policies and procedures for parking, withdrawals, incompletes, behavior, etc.
- Students are responsible for maintaining their full-time status by taking the courses they have registered for both at UC and at MVCC. Dropping one course or more jeopardizes their student visa status and risks deportation.
- By signing the ESL Cross-Registration forms, students are giving their written permission to have their grade reports forwarded by MVCC to UC.

 date 1/28/09

Todd S. Hutton, Ph.D.  
President  
UTICA COLLEGE  
1600 Burrstone Road  
Utica, NY 13502-4892

 date 2/13/09

Randall Vanwagoner, Ph.D.  
President  
MOHAWK VALLEY  
COMMUNITY COLLEGE  
1101 Sherman Drive  
Utica, NY 13501-5394