

MEMORANDUM OF UNDERSTANDING BETWEEN  
NORTH DAKOTA STATE UNIVERSITY  
AND  
NORTH DAKOTA STATE COLLEGE OF SCIENCE

Revised July 6, 2017

The Pathway Program is a collaborative agreement between North Dakota State University (NDSU) and North Dakota State College of Science (NDSCS). New freshmen not granted admission to NDSU and meeting the minimum ACT sub-score requirement will be offered the opportunity to enroll in the Pathway Program through NDSCS-Fargo.

In recognition on the mutual benefits derived from such collaboration, North Dakota State University (NDSU) and North Dakota State College of Science (NDSCS) agree to work together to provide an opportunity for NDSCS-Fargo students to study on the NDSU campus as outlined in the this MOU.

Article I. GUIDING PRINCIPLES

- A. SBHE Policy 401.1 Distance Learning Credit Activities, SBHE Policy 805.3.1 Distance Learning Courses, and NDUS Procedure 805.3.1 Distance Learning Courses-Revenue Distribution will apply to NDSCS credits taken by program students.
- B. NDUS Procedure 404.0 Collaborative Student Procedure will apply to NDSU credits taken by program students.
- C. NDSU and NDSCS admissions and academic policies will be followed.
- D. NDSU and NDSCS Code of Student Rights and Responsibilities will be followed.

Article II. GENERAL COMPONENTS OF COLLABORATION

- A. Administrative and Student Services
  - a. NDSU and NDSCS will both assign a designated point of contact to coordinate the Pathway Program.
  - 2. NDSCS is responsible for development of recruitment materials and all other necessary marketing tools.
  - 3. NDSCS staff will be responsible for coordinating and conducting registration and orientation sessions for Pathway students.
  - 4. NDSCS will serve as the students' home institution.
    - a. Tuition and fees for NDSCS courses will be assessed at the NDSCS Distance Education rate.
    - b. Tuition and fees for NDSU courses will be assessed at the appropriate base tuition rate based on the student's residency.
    - c. NDSU room and board rates will apply.
    - d. Students are required to obtain their financial aid through NDSCS.
    - e. Student financial aid will be managed by NDSCS.
      - 1. NDSCS will distribute financial aid.
    - f. Students are required to pay their NDSU tuition, room, board and bookstore bill through NDSCS.
    - g. Students may have a separate bill at NDSU if they incur incidental charges such as parking fines, student health charges, etc.
  - 5. NDSU enrollment, financial aid, tuition as fees will follow the NDUS collaborative model.

6. Payment arrangements to cover past due balances will not be permitted for returning Pathway students that have stopped out of Pathway and wish to return.
7. If current bills are not paid at both institutions or financial aid completed or a payment plan established by fee payment day, student will be removed from the Pathway Program.
  - a. The withdrawal date will be determined by the NDSCS Business Office.
  - b. NDSCS will initiate the withdrawal process.
8. Students with disabilities needing accommodations will make a request through the NDSCS Accessibility Office and NDSU Disability Services.
9. All Pathway students will be required to live in the residence halls at NDSU unless their request for an exemption to the on-campus living is approved by the NDSU Office of Residence Life. Students must submit their housing application online and room reservation fee to the Office of Residence Life at NDSU.
10. To the extent possible, students will be allowed to fully participate in NDSU services and organizations (exception examples: NCAA sanctioned activities).

#### B. Application Process

1. Students will submit an online application, the application fee, standardized test scores, official high school transcript and official transcripts from any other college attended, as well as any other documents deemed necessary to make an admission decision (this might include documentation for name changes, SSN's, Michigan test scores, etc.) to NDSU.
2. NDSU will send a letter to the student indicating he/she was denied admission to NDSU and is being invited to participate in the Pathway Program.
  - a. The following criteria would deem a student ineligible for the Pathway Program
    1. An ACT Reading sub-score of 13 or lower. **OR**
    2. An ACT English sub-score of 10 or lower.
  - b. NDSU will provide NDSCS Point of Contact (POC) with eligible student contact information.
  - c. NDSCS is responsible for future communications with prospective students.
3. Eligible students will be permitted to enter the Pathway Program fall or spring semester only.
4. Students applying for fall and spring semester must return an Intent Form to NDSU by the established deadline. Students denied admission for a term after these dates will be allowed to defer enrollment to the next eligible semester.

#### C. Enrollment


1. Students are allowed to remain in the Pathway Program until they meet the transfer requirements.
2. Students are eligible to transfer to NDSU after successfully completing all required ASC (academic readiness courses) and 24 transferable credits with a cumulative GPA of 2.0 or higher at both NDSU and NDSCS.
3. ASC (academic readiness courses) offered by NDSCS will not transfer to NDSU, but will apply to course placement standards.
4. Students will not take more than 16 total credits per semester.
5. Students must enroll at NDSU in one course in their first semester (determined by the Advising Resource Center – NDSU) and may be allowed to take one additional approved course. In subsequent semesters students may enroll in up to 6 credits at NDSU per semester

6. Tri-College courses may be taken and will be addressed on an individual basis
7. NDSU and NDSCS academic standing requirements will apply to each student in the Pathway Program.
8. Students suspended from NDSCS or NDSU will be removed from the Pathway Program.
  - a. Once suspended from the program students cannot reenter the Pathway Program.
  - b.
9. Students administratively withdrawn from NDSCS will be removed from the Pathway Program.
  - a. Once administratively withdrawn from the program students cannot reenter the Pathway Program.
10. Students stopping out for reasons other than suspension or administrative withdrawal may be allowed to reenter the Pathway Program, subject to readmission requirements at NDSCS and NDSU.

Article III. TERMINATION AND LIABILITY

This agreement will be effective beginning from the date signed and is ongoing thereafter. The program will be assessed and evaluated on a yearly basis with revisions to the agreement made as needed. Either party may terminate this agreement with written notice of one year to another.

Signatures

 7-14-17  
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Dean L. Bresciani, Ph.D. (date)  
President  
North Dakota State University

**John Richman**  
Digitally signed by John Richman  
DN: cn=John Richman, o=NDSCS, ou=President's  
Office, email=john.richman@ndscs.edu, c=US  
Date: 2017.07.10 08:23:02 -05'00'  
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John Richman, Ph.D. (date)  
President  
North Dakota State College of Science