Purpose

The purpose of this agreement is to maintain collaboration between Carleton College and members of the Honors Transfer Council of California in order to facilitate the smooth transition, according to standards consistent with the Carleton transfer policy, of exceptional students from member community colleges to Carleton College for completion of students' bachelor's degrees.

Membership and Duration

This agreement includes all member colleges of the HTCC who remain compliant with the commitment requirements in this agreement. Either the HTCC or Carleton College may terminate this agreement at any time by providing written notice to the other.

Goals

- Encourage exceptional HTCC honors students to enroll at Carleton College.
- Assist students in the transition from HTCC honors programs to degree programs at Carleton College.
- Promote student academic preparation and transfer planning.
- Support and promote the value and benefits of community college transfer.
- Expedite baccalaureate degree completion by HTCC honors students.

Commitment by Carleton College

As part of this agreement, Carleton College will:

1. Offer campus visits.
2. Consider a transfer applicant's completion of an honors program at an HTCC-member community college to be evidence of enhanced rigor in academic preparation for transfer.
3. Meet all demonstrated student financial need as determined by the financial aid eligibility criteria of Carleton College Student Financial Services.
4. Cover all tuition and fees for admitted veterans by a combination of VA educational benefits, Yellow Ribbon benefits and Carleton's matching commitment.
5. Meet the full demonstrated need of all admitted students, including international students.
6. Guarantee on-campus housing and, when available, housing with other transfer students.
7. With the announcement of admission, provide an evaluation of transferable credit.
8. Designate admissions liaison to HTCC and member colleges. The initial liaison will be Admissions Officer Connor Jackson.

COMMITMENT BY PARTICIPATING HTCC COLLEGES

As part of this agreement, participating HTCC community colleges will:

1. Provide an organized structure for development and offering of honors courses. Such a program will be represented in each member college's governance structure and will be directed or coordinated by a member of the college's instructional faculty.

2. Identify an honors counselor to serve as primary liaison between Carleton College and student members of its honors program.

3. Work with the Office of Admission at Carleton College to ensure the completeness of each applicant's admission file, including verification of honors coursework and honors program completion status.

4. Encourage periodic review of the transfer curriculum to ensure that it is feasible for honors students graduating from HTCC member community colleges to transfer to Carleton College. HTCC member colleges will ensure that their honors graduates have (a) fulfilled their college requirements with at least a 3.5 GPA in UC-transferable courses and (b) completed the honors program with at least 15 units of an honors curriculum involving intensive writing and critical thinking.

5. Ensure that the honors director and counselor(s) provide students with information about this agreement and about Carleton College requirements.

6. Provide Carleton College with opportunities to recruit honors students on campus.

COMMITMENT BY THE HONORS TRANSFER COUNCIL OF CALIFORNIA

1. Provide Carleton College with contact information for honors counselors at HTCC member colleges and promote opportunities for Carleton College to interact with those counselors.

2. Encourage its members to work with their Veterans Education and Transition Services (VETS) offices to increase awareness of the opportunities available at Carleton, specifically to former and current American servicemen and servicewomen.

3. Encourage its members to work with their local student services offices to increase awareness among underrepresented and first-generation students of the opportunities available at Carleton College.

4. Require the Chair of Transfer Relations to be continually available in order to facilitate communication among Carleton College, the HTCC, and HTCC member colleges.

5. Require the Chair of Transfer Relations to annually review the lines of communication and accuracy of the contact information of all parties to this agreement and revise the partnership agreement as necessary.

6. Require the Chair of Transfer Relations to maintain a landing page for Carleton College on the HTCC's website to enable students to most effectively search opportunities available at the college.

7. Invite Carleton College representatives to the annual Honors Transfer Fairs and other events as they arise in order to build relationships among Carleton College representatives and honors students, honors directors, and honors counselors.

AGREED:

Name: Paul Thiboutot

Title: Vice President and Dean of Admissions and Financial Aid

Carleton College

Joaquin Arias, Ph.D.

President

Honors Transfer Council of California

Name: Connor Jackson

Title: Admissions Officer

Carleton College

Date: _____

Commitment by HTCC

As part of this agreement, HTCC will:

1. Provide an organized structure for development and offering of honors courses. Such a program will be represented in each member college's governance structure and will be directed or coordinated by a member of the college's instructional faculty.

2. Identify an honors/scholar counselor from each member college to serve as primary liaison between Carleton College and student members of the HTCC honors programs.
3. Advise Transfer Centers at HTCC colleges to coordinate with the Office of Admission at Carleton College to ensure the completeness of each applicant's admission file.
4. Encourage periodic review of the transfer curriculum to ensure that it is feasible for honors students graduating HTCC member community colleges to transfer to Carleton College. HTCC member colleges will ensure that their honors graduates have (a) fulfilled their college requirements with at least a 3.5 GPA in UC-transferable courses and (b) completed the honors program with at least 15 units of an honors curriculum involving intensive writing and critical thinking.
5. Provide Carleton College with contact information for honors counselors at HTCC member colleges and promote opportunities for Carleton College to interact with those counselors.
6. Encourage honors counselors and directors at each member college to provide students in its honors program with information about this agreement and about Carleton College requirements.
7. Encourage its members to work with their Veterans Education and Transition Services (VETS) offices to increase awareness of the opportunities available at Carleton, specifically to former and current American servicemen and servicewomen.
8. Require the Chair of Transfer Relations to be continually available in order to facilitate communication among Carleton College, HTCC, and HTCC member colleges.
9. Require the Chair of Transfer Relations to annually review the lines of communication and accuracy of the contact information of all parties to this agreement and revise the partnership agreement as necessary.
10. Invite Carleton College representatives to the annual Honors Transfer Fairs and other events as they arise in order to build relationships among Carleton College representatives and honors students, honors directors, and honors counselors.

Either party may terminate this agreement at any time by providing writing notice to the other.