

**MEMORANDUM OF UNDERSTANDING**  
**Montgomery College -**  
**Mount St. Mary's University**

This Memorandum of Understanding ("Agreement") is made by and between **Mount St. Mary's University, 16300 Old Emmitsburg Road, Emmitsburg, Maryland, 21727 ["Mount"]** and **Montgomery College ["MC"], 9221 Corporate Blvd, Rockville, Maryland, 20850.**

**A. Purpose:**

1. The purpose of this Memorandum of Understanding is to provide the terms of an operational relationship between MC and the Mount's Frederick Campus (the Mount – Frederick Campus).

**B. Goals:**

1. To provide educational opportunities for graduates of MC through the availability of various courses offered by the Mount-- Frederick Campus, leading to a bachelor's degree. Please see **ADDENDUM A** for detailed information.
2. To increase the number of MC graduates who are bachelor's prepared.

**C. The Mount -- Frederick Campus' Responsibilities:**

1. Provide courses facilitated by qualified Mount faculty leading to the designated Mount – Frederick Campus bachelor's degree.
2. Provide yearly enrollment reports to MC regarding graduates who utilize the benefits under this Agreement.
3. Provide MC with all academic information for graduates and/or students.
4. Provide a transcript/transfer review free of charge.

**D. MC's Responsibilities:**

1. Support the Mount's recruiters and/or advisors by informing MC's graduates about recruitment and advising appointments that are held on-site both at MC and at any Mount campus.
2. Invite Mount – Frederick Campus advisors and/or representatives to all MC Transfer Fairs.
3. Allow a minimum of two visits per year solely for the purpose of promoting this Agreement.
4. Provide Mount – Frederick Campus a direct contact person in MC's transfer office.

**E. General Principles:**

1. Students who apply to any Mount – Graduate, Continuing and Professional Studies program at the Frederick Campus or online must meet all standard academic requirements for admission.
2. Appointed institutional representatives at Mount – Frederick Campus and MC will ensure that appropriate personnel in their respective institutions are aware of this Agreement, including faculty, staff, current students and graduates.
3. Representatives from Mount – Frederick Campus and MC agree to communicate annually to discuss progress and conduct an annual review of this Agreement.

**F. Tuition Policy:**

1. MC graduates will receive a 20% reduced tuition rate for any undergraduate program held at Mount – Frederick Campus and through the Graduate, Continuing and Professional Studies program list. The reduced tuition rate does not apply to supplies, books, fees or other costs associated with program(s). Please see **ADDENDUM A** for detailed tuition rate and fees and available programs.

2. MC graduates will receive a 20% reduced tuition rate for Graduate, Continuing and Professional Studies graduate programs held at Mount – Frederick Campus or online, if the student enrolls the semester directly after completing their undergraduate degree from a Graduate, Continuing and Professional Studies program held at the Frederick Campus or online AND does not “stop-out” or break from enrollment during their course load within the graduate degree. The reduced tuition rate does not apply to supplies, books, fees or other costs associated with program(s). Please see **ADDENDUM A** for detailed tuition rate and fees.
3. Students are financially responsible for all fees or tuition owed to the Mount.
4. This reduced tuition rate is only offered for programs held through the Graduate, Continuing and Professional Studies programs at the Mount – Frederick Campus or online. Please see **ADDENDUM A** for a list of qualifying programs.
5. The effective eligibility date for an MC student’s reduced tuition rate is the semester following the date this Agreement is signed by both parties.
6. The reduced tuition rate is not retroactive; however, current students enrolled in a Graduate, Continuing Studies and Professional program at the Mount – Frederick Campus or online and are graduates of MC are eligible for the reduced tuition rate effective the semester following the date that this Agreement is signed by both parties.
7. Tuition and fees are subject to change. The Mount will provide written notice to the MC designated representative 60 days in advance of any change in tuition and/or fees.

**G. Effective Date:**

1. This Agreement becomes effective upon signature by all parties and shall continue in effect terminated by either party. The program and tuition policies described in this Agreement will become effective the semester following the date this Agreement is signed by both parties. The Mount and MC will consider, in good faith, any amendments proposed by either party; however, this Agreement may only be amended in writing by both parties.

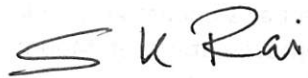
**H. Termination:**

1. The Agreement may be terminated by either party on 60 days written notice. Termination of the Agreement will not affect the admission status of currently enrolled students. Students shall continue to receive a tuition reduction per **Section F. Tuition Policy** for as long as the student remains continuously enrolled in a program at MSMSU – Frederick Campus.

IN WITNESS WHEREOF the parties hereto have executed this Agreement in the duplicate this 19<sup>th</sup> day of February, 2019.



**Dr. Jennifer Staiger**  
Associate Provost--Frederick Campus  
Mount St. Mary's University



**Dr. Sanjay Rai**  
Senior Vice President for Academic Affairs  
Montgomery College



**Dr. Boyd Creasman**  
Provost  
Mount St. Mary's University

**ADDENDUM A  
Mount St. Mary's University Frederick Campus  
Tuition and Fee Rates**

**All Undergraduate Programs**

- **Standard Tuition Rate** per Undergraduate Credit Hour \$515.00
- **Reduced Tuition Rate (20%)** per Undergraduate Credit Hour \$412.00

**Graduate and Post Baccalaureate Certificate Programs**

*\*Excluding education and the One-Year MBA programs*

- **Standard Tuition Rate** per Graduate Credit Hour \$650.00\*
- **Reduced Tuition Rate (20%)** per Graduate Credit Hour \$520.00\*

**Education Graduate and Post Baccalaureate Certificate Programs**

- **Standard Tuition Rate** per Graduate Credit Hour—Education \$530 + Fees
- **Reduced Tuition Rate (20%)** pre Graduate Credit Hour—Education \$424 + Fees

**Fees**

- Unless otherwise noted above, fees have been eliminate for most programs.

**Qualifying Undergraduate, Graduate and Certificate Programs at  
MSMU – Frederick Campus or online:**

Accounting (UG)	*Advanced Study in Reading (Education Certificate)
Business Administration (UG)	*Advanced Study in Reading (Education Certificate)
Criminal Justice (UG)	Data Science (Certificate)
Elementary/Special Education (UG)	Forensic Accounting and Fraud Investigation (Certificate)
Human Services (UG)	Government Contracting (Certificate)
Masters of Business Administration (excluding One-Year MBA) (GR)	*Instructional Leadership (Education Certificate)
Master of Science in Biotechnology and Management (GR)	Logistics and Supply Chain Management (Certificate)
Master of Science in Sports Management (GR)	Organizational Development (Certificate)
Master of Health Administration (GR)	Project Management (Certificate)
*Master of Education in Reading (GR)	Quality Assurance and Regulatory Science (Certificate)
*Master of Education in Technology Facilitation (GR)	Risk Management and Cybersecurity for Professionals (Certificate)
*Master of Education in Instructional Leadership (GR)	*Technology Facilitation (Education)
*Master of Arts in Teaching (GR)	