



## MEMORANDUM OF UNDERSTANDING

### between the UNIVERSITY OF HAWAII AT HILO and the COLLEGE OF MICRONESIA-FSM

This memorandum of understanding (MOU) summarizes agreements between the University of Hawai'i at Hilo (UH Hilo) and the College of Micronesia-FSM (COM-FSM) to cooperatively promote successful educational experiences for students from both institutions. UH Hilo regards students from the Pacific region as an important population and recognizes the mutual benefits of the articulation and transfer of courses with COM-FSM. The following understandings will guide this effort, until modified or amended.

#### **Purpose and Goals**

1. Attract qualified students from COM-FSM and facilitate their transition to UH Hilo.
2. Provide specific degree pathways and advising information for COM-FSM students who wish to pursue a bachelor's degree at UH Hilo.
3. Encourage and improve articulation between academic programs at both institutions.

#### **Terms of the Agreement**

##### **1. Admissions Requirements:**

- **Regular Degree Programs:** COM-FSM students must meet the following requirements to be admitted to a regular degree program at UH Hilo:
  - Complete at least 24 transferable college level credits with a minimum GPA of 2.0.
  - Score at least 500 on the TOEFL or complete COM-FSM's EN 120A and 120B with grades of C or above.
- **English Language Institute:** COM-FSM students who have not taken EN 120A and 120B or have not scored at least 500 on the TOEFL will be considered for admission to UH Hilo's English Language Institute (ELI). The ELI program is a non-credit intensive English language program in which students improve their English reading, writing, listening, and speaking skills. Students admitted to the ELI program take an English Proficiency Test upon arrival in Hilo and are required to successfully complete certain English courses before beginning their studies in a regular bachelor's degree program.

##### **2. Transfer Recommendations:**

- COM-FSM students are strongly encouraged to remain at COM-FSM until they have earned an associate degree. COM-FSM students who enter UH Hilo with an Associate of Arts degree will have fulfilled UH Hilo's General Education requirements, except for some majors that have specific General Education requirements.
- COM-FSM students are advised to complete EN 120A and 120B (with grades of C or above) prior to transferring to UH Hilo. Students who do so will not need to submit a TOEFL test score to be considered for admission to UH Hilo. They will also have fulfilled their English composition requirement at UH Hilo.
- COM-FSM students planning to major in business administration or a natural science (e.g., computer science, biology, marine science, pre-pharmacy) are advised to develop strong

mathematical skills by taking MS 101 or higher. A strong foundation in mathematics is essential for success in these degree programs.

**3. Program Articulation and Advising:**

- UH Hilo will provide a list of all transferable COM-FSM courses and their UH Hilo equivalencies. Attachment 1 includes the Transfer Articulation Tables based on the 2017-2018 UH Hilo catalog and the 2016-2017 COM-FSM catalog. Attachment 2 includes the historical Transfer Articulation Tables (i.e., current courses as well as courses previously offered at COM-FSM). The historical Transfer Articulation Table is also posted on the UH Hilo Admissions website [https://hilo.hawaii.edu/admissions/Transfer\\_A-Z.php](https://hilo.hawaii.edu/admissions/Transfer_A-Z.php) and will be updated as UH Hilo receives new catalogs from COM-FSM.
- UH Hilo will provide a set of "2+2 Academic Maps" for selected bachelor's degree programs. The "2+2 Academic Maps" sheets show the courses required at UH Hilo for a certain degree program, along with the courses that may be taken at COM-FSM to fulfill some of those requirements. It is intended to assist COM-FSM students who wish to transfer to UH Hilo, and will help students take courses at COM-FSM that will apply toward degree programs at UH Hilo. Attachment 3 includes 2+2 Academic Maps for the following programs: Business Administration, Environmental Science, Marine Science, Biology and Nursing. Others can be provided upon request. Please note that UH Hilo does not offer a bachelor's degree program in education, and that the "third year" business program courses at COM-FSM will not apply toward the business requirements for UH Hilo's Bachelor of Business Administration degree program.

**4. Support Services:**

- UH Hilo is committed to providing support services that promote and facilitate the success of students. Students who transfer to UH Hilo from COM-FSM will be eligible for all support services on campus, including tutoring, mentoring, advising, and counseling. UH Hilo will make special efforts to outreach to COM-FSM transfer students and encourage them to take advantage of the services available.

**5. Financial Aid and Scholarships:**

- **US Federal Financial Aid:** To apply for financial aid and scholarships (including those listed below), students should submit the Free Application for Federal Student Aid (FAFSA) as early as possible. Submitting the FAFSA by the February 1 priority deadline each year gives students the best chance of being awarded all the financial aid and scholarships for which they are eligible.
- **Pacific islander Scholarships:** UH Hilo is committed to providing financial aid and scholarships to citizens of the Federated States of Micronesia who demonstrate financial need. Since Fall 2007, FSM students have been charged 150% of the resident tuition rate at any UH campus. However, to assist students with this increased cost, UH Hilo will award a Pacific Islander Scholarship in the amount of the difference between the 150% tuition rate and the resident tuition rate to FSM students who demonstrate financial need. Students do not need to apply for this scholarship; eligible students will automatically be considered for the scholarship and awarded the scholarship if they demonstrate financial need via submission of the FAFSA.

**6. Administration and Management:**

- The management of this agreement will be coordinated through the Chief Academic Officers or their designees at each institution. Changes in the courses, programs, or policies at either institution should be communicated to the Chief Academic Officers or their designees at each institution, which may result in modifications or amendments to the terms of the agreement.

- The Chief Academic Officers at each institution will identify programs on each campus that might benefit from an articulation agreement and work with the faculty in these programs to develop degree pathways and advising materials to facilitate transfer between the two institutions.
- This agreement will be in effect from the date signed below and will continue thereafter for a period of three years, at which time the agreement may be reviewed and revised or reissued as agreed upon by both parties. The agreement may be terminated by either party at any time provided that the other party is given prior written notification.

UNIVERSITY OF HAWAI'I AT HILO

\_\_\_\_\_  
Donald O. Straney  
Chancellor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Matthew Platz  
Vice Chancellor for Academic Affairs

\_\_\_\_\_  
Date

COLLEGE OF MICRONESIA-FSM

Joseph M. Daisy  
Joseph M. Daisy, Ed.D  
President

6/21/17  
Date

Karen Simion  
Karen Simion  
Vice President for Instructional Affairs

6/20/17  
Date