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## **MEMORANDUM OF UNDERSTANDING**

**between**

**Sir Sandford Fleming College  
Peterborough, ON**

**and**

**Royal Roads University  
Victoria, BC**

This memorandum of understanding constitutes an agreement between Royal Roads University and Sir Sandford Fleming College. The participating units at the respective institutions are the Science, Technology and Environment Division at Royal Roads University (RRU) and the School of Environmental and Natural Resource Sciences at Sir Sandford Fleming College.

**Objective of the Agreement:**

Royal Roads University agrees to facilitate the block transfer of students from Sir Sandford Fleming College with appropriate prerequisite qualifications and grades into the third year of the Bachelor of Science Degree Programs at RRU. By this agreement, applicants from Sir Sandford Fleming College who meet the requirements outlined below will be eligible for admission to RRU with full block transfer credit, provided all other entrance criteria are met and space remains available in the Bachelor of Science Programs. Entrance to all programs at RRU is on a competitive basis.

**Successful completion of the two year:**

**Ecosystem Management Technician (EMT) – Diploma including:**

- Two courses in chemistry (inorganic and organic chemistry preferred)
- Two courses chosen from among linear algebra, calculus or physics
- One course in biology (i.e. Vertebrate Biology SCIE 032)

**OR,**

**Successful completion of the two year:**

**Environmental Technician (ETN) – Diploma including:**

- One course in chemistry (organic chemistry preferred)

- One course in linear algebra, calculus or physics

**OR,**

Successful completion of the three year:

Environmental Technology (ETY) – Diploma including:

- One course in chemistry (organic chemistry preferred)
- One course in linear algebra, calculus or physics

**OR,**

Successful completion of the two year:

Fish and Wildlife Technician (BO) – Diploma including:

- One course in chemistry (organic chemistry preferred)
- One course in linear algebra, calculus or physics

**OR,**

Successful completion of the three year:

Fish and Wildlife Technology (FW) – Diploma including:

- One course in chemistry (organic chemistry preferred)
- One course in linear algebra, calculus or physics

As a partner to this agreement, Sir Sandford Fleming College agrees:

- to make information about this agreement and the RRU Science degree options available to students enrolled in science and technology programs
- to provide opportunity for representatives of the RRU faculty to visit appropriate forums at Sir Sandford Fleming College to disseminate information about the RRU Bachelor of Science programs

As a partner to the agreement, Royal Roads University agrees:

- to provide students holding a course profile similar to that given above from Sir Sandford Fleming College with academic acceptance into the third year of the Bachelor of Science programs at RRU
- whenever possible, to count any undefined transfer credits towards the Bachelor of Science program requirements to avoid students having to unnecessarily take additional courses to qualify for graduation
- to provide Sir Sandford Fleming College with updated information about the RRU Bachelor of Science programs on an annual basis
- to notify Sir Sandford Fleming College with as much lead time as possible about any changes to the Bachelor of Science requirements that are anticipated or approved

Liaison

Implementation of this agreement will be through the Registrar's Office at each institution, in consultation with the appropriate authorities in the respective programs.

Terms of the Agreement

This agreement shall be in place for a period of three years commencing April 1, 2004. At the end of this time, the agreement will be subject to review and renewal by Royal Roads University. If there are impediments to renewal, Royal Roads University will notify the transfer partner of the impediments, with the goal of negotiating a new agreement. Final approval of the agreement will remain with the President of Royal Roads University.

Royal Roads University retains the right to limit the number of students admitted under this agreement.

On behalf of Sir Sandford Fleming College:

*Brian Desbiens* Acting President July 15/04  
Dr. Brian Desbiens, President Date

On behalf of Royal Roads University:

*Richard A. Skinner*  
Richard A. Skinner, PhD, President and Vice-Chancellor 9/8/2004  
Date