

MEMORANDUM OF UNDERSTANDING REGARDING BLOCK TRANSFER

between

**The Sir Sandford Fleming College of the Applied Arts and Technology
Peterborough, ON**

and

**Royal Roads University
Victoria, BC**

This memorandum of understanding constitutes an agreement between Royal Roads University (RRU) and The Sir Sandford Fleming College of Applied Arts and Technology (Fleming College). The participating units at the respective institutions are the School of Communication and Culture at RRU and the School of Business of Information Technology at Fleming College.

Objective of the Agreement

RRU agrees to facilitate the block transfer of students from Fleming College with appropriate prerequisite qualifications into the third year of the **Bachelor of Business Administration in Business and Sustainability** at RRU. By this agreement, applicants from Fleming College who meet the requirements outlined below will be eligible for admission to RRU with full block transfer, provided all other entrance criteria are met (per the program admission requirements on the RRU website) and space remains available in the Bachelor of Business Administration in Sustainability and International Business program. Entrance to all programs at RRU is on a competitive basis.

Successful completion, with a minimum “B” (3.00/4.33) GPA, of the:

- Ontario College Diploma in Business;
- Ontario College Diploma in Business – Accounting;
- Ontario College Diploma in Business – Human Resources;
- Ontario College Diploma in Office Administration – Executive;
- Ontario College Diploma in Sporting Goods Business.
 - Students taking the Sporting Goods Business Diploma must successfully complete MGMT 159: Cash and Investment Decisions which is an elective course, as part of their study.

- Ontario College Advanced Diploma in Business Administration;
- Ontario College Advanced Diploma in Business Administration – Accounting;
- Ontario College Advanced Diploma in Business Administration – Human Resources Management;
- Ontario College Advanced Diploma in Business Administration – Marketing;

As a partner to this agreement, Fleming College agrees:

- to make information about this agreement and the RRU Bachelor of Business Administration in Sustainability and International Business degree options available to students;
- to provide opportunity for representatives of RRU to visit appropriate forums at Fleming College to disseminate information about the RRU Bachelor of Business Administration in Sustainability and International Business program;
- to notify RRU with as much lead time as possible of any curriculum changes to the diploma(s) outlined above.

As a partner to the agreement, RRU agrees:

- to provide students from Fleming College holding a diploma as noted above academic acceptance into the third year of the Bachelor of Business Administration in Sustainability and International Business at RRU, provided all other entrance criteria are met (per the program admission requirements on the RRU website) and space remains available in the Bachelor of Business Administration in Sustainability and International Business program;
- whenever possible, to count any undefined transfer credits towards the Bachelor of Business Administration in Sustainability and International Business requirements to prevent students having to unnecessarily take additional courses to qualify for graduation;
- to notify Fleming College, with as much lead time as possible, of any curriculum changes to the Bachelor of Business Administration in Sustainability and International Business program;
- to notify Fleming College, with as much lead time as possible, about any anticipated or approved changes to the Bachelor of Business Administration in Sustainability and International Business requirements.

Liaison

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

Term of the Agreement

This agreement shall be in place for a period of five years commencing December 1, 2020. At the end of this time, the agreement will be subject to review and renewal by RRU. If there are impediments to renewal, RRU will notify the transfer partner of the impediments, with the goal of negotiating a new agreement.

RRU retains the right to limit the number of students admitted under this agreement.

On behalf of The Sir Sandford Fleming College of the Applied Arts and Technology



January 13, 2021

Brett Goodwin PhD, Acting Vice President, Academic Experience

Date

On behalf of Royal Roads University:



December 21, 2020

Dr. William Holmes, Vice-President Academic and Provost (Interim)

Date