

**Memorandum of Understanding**  
**between Hawai'i Community College**  
**and**  
**The University of Hawai'i at Hilo**

This memorandum of understanding (MOU) summarizes the agreement between Hawai'i Community College (HawCC) and the University of Hawai'i at Hilo (UH Hilo), to cooperatively promote successful educational experiences for students from both institutions, and to support the academic success of HawCC students who wish to continue their studies from an Associate of Arts with a Concentration in Art to the Bachelor of Arts degree in Art at UH Hilo. HawCC and UH Hilo recognize the responsibility our two institutions share in educating students in Hilo and on the island of Hawai'i, as well as those who choose to attend our institutions from beyond our shores. The following understandings will guide this effort, until modified or amended.

**Purpose and Goals**

- Encourage and improve articulation between the Art Departments at HawCC and UH Hilo and among Art courses at both institutions.
- Facilitate successful completion of the BA in Art by HawCC students.
- Facilitate articulation in a new UH Hilo Digital Visualization & Communication Certificate
- Provide mentoring and advising from faculty and staff on both campuses to facilitate successful application to and matriculation at UH Hilo.

**Terms of the Agreement**

Admission requirements:

- Transfer students must complete at least 24 transferable credits with a minimum GPA of 2.0. If students apply before completing 24 transferable credits, they must meet the admission requirements for high school students. Admission of high school students is based on a recalculated GPA of 3.0 in 17 academic units and submission of SAT or ACT scores. Students with less than a 3.0 GPA may be considered for admission on a sliding scale in relation to their SAT or ACT test scores.

- Non-native speakers of English must score at least 500 (paper based) on the TOEFL, or equivalent score on the computer or internet-based tests, or equivalent score on IELTS, or complete HawCC's English 100 with a grade of C or better.
- English Language Institute: Non-native speakers of English who have not taken English 100 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 acceptance to UH Hilo and are required to successfully complete certain English courses before beginning their studies in a regular baccalaureate degree program.
- Students are encouraged to complete the AA in Liberal Studies with a Concentration in Art before applying to UH Hilo.

#### **Program Articulation and Advising**

- UH Hilo will include Art courses specific to this MOU in the transfer table posted on the UH Hilo website, and in the UH System transfer database.  
<https://hilo.hawaii.edu/uhh/vcaa/ArticulationAgreement.php>  
<http://www.hawaii.edu/transferdatabase/li>
- Advisors at both institutions will assist students in selecting appropriate courses in preparation for transfer, and in preparation for completion of both AA and BA degrees.
- Faculty in the Art Departments at both institutions will meet on an as-needed basis to discuss potential changes in Art curricula and program requirements.

#### **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 HawCC will be eligible for all support services on campus, including tutoring, mentoring, advising, and counseling.

#### **Administration and Management**

- The management of this agreement will be coordinated through the Chief Academic Officers, Director(s) of the Art Department(s) or Program(s), 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.

- This agreement will be in effect from the date signed below and will continue thereafter for a period of five 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 of at least one semester to ensure students are accommodated.