



MEMORANDUM OF UNDERSTANDING REGARDING BLOCK TRANSFER

between

**Assiniboine Community College
Brandon, MB**

and

**Royal Roads University
Victoria, BC**

This memorandum of understanding constitutes an agreement between Royal Roads University (RRU) and Assiniboine Community College. The participating units at the respective institutions are the Faculty of Management at RRU and the School of Business, Agriculture & Environment at Assiniboine Community College.

Objective of the Agreement

RRU agrees to facilitate the block transfer of students from Assiniboine Community College with appropriate prerequisite qualifications into the third year of the Bachelor of Arts in International Hotel Management degree at RRU. By this agreement, applicants from Assiniboine Community 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 Arts in International Hotel Management 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:

- Hotel and Restaurant Management Diploma

As a partner to this agreement, Assiniboine Community College agrees:

- to make information about this agreement and the RRU Bachelor of Arts in International Hotel Management degree options available to students;
- to provide opportunity for representatives of RRU to visit appropriate forums at Assiniboine Community College to disseminate information about the RRU Bachelor of Arts in International Hotel Management 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 Assiniboine Community College holding a diploma as noted above academic acceptance into the third year of the Bachelor of Arts in International Hotel Management program 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 International Hotel Management program;
- whenever possible, to count any undefined transfer credits towards the Bachelor of Arts in International Hotel Management requirements to prevent students having to unnecessarily take additional courses to qualify for graduation;
- to notify Assiniboine Community College with as much lead time as possible of any curriculum changes to the Bachelor of Arts in International Hotel Management program;
- to notify Assiniboine Community College with as much lead time as possible about any changes to the Bachelor of Arts in International Hotel Management 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.

Term of the Agreement

This agreement shall be in place for a period of three years commencing September 1, 2015. 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. Final approval of the agreement will remain with the President of RRU.

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

On behalf of Assiniboine Community College:




Mark Frison, President and CEO

November 3, 2015

Date

On behalf of Royal Roads University:



Allan Cahoon, PhD, President and Vice-Chancellor

09. October 2015

Date