



University of La Verne & Victor Valley College Transfer Agreement Program (TAP)

The University of La Verne and Victor Valley College have developed a “Transfer Agreement Program” (TAP) to help facilitate the transfer process for students attending Victor Valley College towards matriculation into the undergraduate degree programs offered at the University of La Verne. The TAP agreement works in conjunction with the Articulation Agreements between the two institutions and provides the academic framework for the agreement between the two institutions. Eligible students should work together with the appropriate personnel at La Verne and Victor Valley College to ensure the successful completion of a four-year degree.

It is recommended that students gain dual admission to both institutions when they begin their coursework at Victor Valley College. However, students may declare their intent to attend the University of La Verne and be admitted to the TAP program at any time during their attendance at Victor Valley College.

Student Benefits

Victor Valley College students participating in TAP will be afforded the following services/benefits:

- Guaranteed admission to the University of La Verne provided the student satisfactorily completes all transfer requirements listed and any additional criteria required for admission as prescribed by University of La Verne. PLEASE NOTE: Students accepted into TAP will be required to follow the transfer policies outlined in the official University catalog for the academic year in effect at the time of their admission to the TAP when they start attending La Verne.
- An application fee waiver.
- Simultaneous and coordinated consultation about degree requirements by a Victor Valley College Counselor and an Admissions Counselor from La Verne
- Access to faculty (based on availability) about student’s field of study or area of interest. All official course evaluations will be conducted by the Office of the Registrar.
- Access to an academic advisor at La Verne (by appointment and based on availability).
- Students will have an opportunity to take one course of their choosing at La Verne at 50% tuition scholarship while attending Victor Valley College. Students are required to meet academic pre-requisites for the course, if any, and are responsible for any fees associated with that specific course. Students may take additional courses at La Verne at full tuition.
- Access to a designated Financial Aid advisor at La Verne.
- TAP students will be issued a University of La Verne student ID card that identifies them as a TAP student.
- Access to selected services from La Verne’s library on the main campus.
- Access to student events at La Verne.
- Students will have an opportunity to purchase a meal plan and access to the University’s dining service.
- An opportunity to reside in University student housing while attending Victor Valley College; approval will be based on an interview and acceptance of the Dean of Student Affairs.
- Students will be eligible for financial aid and will pay current tuition levels at the time they start their matriculation at La Verne.



Procedures and Timelines

Students are responsible for meeting all TAP requirements by notifying Victor Valley College and the University of La Verne of any changes that may affect their TAP eligibility. In addition, the students are responsible for meeting all La Verne deadlines, policies, and procedures.

1. TAP admission is available to traditional and CAPA students starting in fall or spring semesters. TAP admission is available to Regional Campus Administration students fall, winter, spring, and summer terms.
2. The Transfer Center at Victor Valley College will promote the TAP program and distribute application material to interested students.
3. The priority deadline to submit a TAP application to the traditional programs is December 15 for spring admission and June 15 for fall admission. However, the University of La Verne will continue to accept and admit TAP students until the start of each semester upon availability of space and adequate time to complete the TAP admission process. There are no application deadlines for CAPA and Regional Campus Administration students.
4. TAP applications are not valid unless signed by both a University of La Verne Admissions representative and a Victor Valley College Transfer Center representative. Original documentation will be retained by La Verne and copies will be provided to the student and Victor Valley College Transfer Center.
5. TAP students will pay the current tuition rates when they start attending University of La Verne.

Student Eligibility Requirements

1. Complete a La Verne/Victor Valley College TAP application at the time of initial admission to Victor Valley College or any time thereafter.
2. Declare a major at the time of application to the University of La Verne.
3. Meet GPA and transferable coursework requirements as articulated in La Verne catalog effective at the time of admission to TAP.
4. Earn grades of 'C-' or higher in all courses that fulfill the La Verne general education Critical Skills Breadth Area requirements as outlined in the Articulation Agreement.
5. Maintain continuous enrollment during regular fall and spring terms at Victor Valley College and transfer to La Verne the semester immediately following their attendance at Victor Valley College. The TAP will be cancelled for any student who fails to do so. The student is eligible to apply for a new TAP when he/she returns to Victor Valley College.
6. Meet all the admission requirements articulated in La Verne catalog at the time they transfer to La Verne from Victor Valley College.
7. Students have a total of seven (7) years from the semester/term they are admitted to TAP to complete their undergraduate degree from the University of La Verne. Students will follow the catalog in place at the time of their TAP admission. Students exceeding the seven (7) year limit will be required to apply either for a new TAP or regular admission to the University of La Verne under current catalog requirements.
8. Submit an application for admission to the University of La Verne (www.laverne.edu) preferably by December 15 for the spring and June 15 for the fall semesters. The University will make every effort to process applications received after the deadlines but cannot guarantee completion of the process for the following term.



Victor Valley College Employee Tuition Discount

As part of this partnership agreement, Victor Valley College employees shall receive a \$50/ unit discount off the current graduate, undergraduate, and online course tuition rates to all degree and credential programs offered by the University at the central campus and/or at the regional campuses with the exception of the following programs: traditional-aged undergraduate program at the central campus, programs offered through the College of Law, and non-degree professional development courses. Once an employee is admitted to a degree or credential program, that individual will continue to receive this discount for the duration of the program as long as the individual is employed by Victor Valley College. This discount cannot be combined with other discounts offered by the University.

This agreement is signed by the representatives of the University of La Verne and Victor Valley College.

University of La Verne Representative

Victor Valley College Representative

Steve Morgan, President

College Authorized Signature

Printed name

Printed name

Date

Date



University of La Verne & Victor Valley College Transfer Agreement Program (TAP) Application

Please Print:

Name _____

Address _____

City/State/Zip _____

Cell/home phone _____

Email _____

Term of planned transfer:

- Traditional undergraduate and CAPA: Fall 20____ Spring 20____
Intended Major _____
- Regional Campus Students: Fall 20____ Spring 20____ Winter 20____ Summer 20____
Intended Major _____

My Signature Below Certifies That:

- I have read and understand the student requirements for participation in the La Verne & Victor Valley College Transfer Admission Program.
- I have read and understand all of the requirements for admission to the University of La Verne under the Transfer Admission Program.

Student _____ Date _____

La Verne Admissions Representative _____ Date _____

Victor Valley College Transfer Center

Representative _____ Date _____