

**DUAL - ADMISSION AGREEMENT**  
Between the  
Engineering Technology Department  
Miami University Hamilton and Middletown Campuses  
and the  
Engineering & Industrial Technologies Division  
Sinclair Community College  
Revised: January 27, 2006

It is customary that credits earned by students at one regionally accredited institution of higher learning may transfer to another regionally accredited college or university.

In accordance with this principle, Miami University Hamilton and Middletown and Sinclair Community College enter into a dual-admission agreement in order to enhance mutual cooperation and to better facilitate the transfer of Engineering Technology Associate Degree students from Sinclair Community College to the Bachelor of Science Degree in Engineering Technology program at Miami University Hamilton and Middletown.

The dual-admission agreement encompasses program articulation. This agreement clarifies the status, treatment and benefits for students who choose to transfer from Sinclair Community College to Miami University Hamilton and Middletown after completing one of the dual-admission programs described in the articulation agreement (see attached). The initial programs to be implemented will be Electrical/Electronics Engineering Technology, Mechanical Engineering Technology, and Automation and Control Engineering Technology.

The determination of the requirement for the Bachelor of Science degree in Engineering Technology will be the responsibility of Miami University Hamilton and Middletown. The evaluation and transfer of credits will be done in accordance with Miami University Hamilton and Middletown procedures. In addition, remedial course work will not transfer to Miami University Hamilton and Middletown and will not count toward the graduation requirements for the baccalaureate program at Miami University Hamilton and Middletown.

The dual-admission agreement offers Sinclair Community College students the option of deferred admission to Miami University Hamilton and Middletown, while admitted and enrolled at Sinclair Community college. Subject to the terms of this agreement, only those students who complete one of the dual-admission programs supported under this agreement at Sinclair Community College are assured admission to Miami University Hamilton and Middletown with junior level standing in the Bachelor of Science in Applied Science, Engineering Technology major.

Sinclair Community College students who wish to take advantage of this program will apply for admission to Sinclair Community College and Miami University Hamilton and Middletown simultaneously.

The following general principles and benefits will apply to Sinclair Community College students who have been admitted to Miami University Hamilton and Middletown and Sinclair Community College under the dual-admission program:

1. Students who wish to participate in this dual admission program must complete a Miami University (Hamilton or Middletown) application form<sup>1</sup> and submit a complete application package to the Sinclair Community College Engineering Technology transfer advisor (Karen Blake). The transfer advisor will forward applications to either the Hamilton or Middletown Campus indicating that the student is applying for “Dual Admission”. **The application fee will be waived for students who submit their Miami application through this process.**
2. Sinclair Community College students will be subject to the same regulations regarding admission and applicability of graduation requirements as native Miami University Hamilton and Middletown students. The Miami Bulletin that is in effect at the time of the students’ admission will be the bulletin which determines the students’ graduation requirements. Students who change programs will be subject to program requirements listed in the bulletin at the time of the change.
3. All credits earned as a part of the dual-admission program may be transferred to Miami University Hamilton and Middletown. Credits will be officially transferred with Sinclair Community College quarter hours converted to Miami University Hamilton and Middletown semester hours.
4. Sinclair Community College students continuing to Miami University Hamilton and Middletown will participate in an assessment program and an orientation, advising and registration program. Students may register for upper level division classes, provided all prerequisites and degree-progression requirements have been met.
5. Sinclair Community College students admitted to Miami University Hamilton and Middletown under this program **MUST** enroll in ENT 100 Engineering Technology Advising (0 credit hours) during the semester immediately following application and every semester thereafter until they begin taking Miami University courses for credit. This will maintain the student on active status with Miami and the Engineering Technology department. Miami University Hamilton and Middletown will assign an engineering technology departmental faculty advisor to ensure that Sinclair Community College students in the program receive information and advice about the bachelor degree program requirements in Engineering Technology. The student is responsible for contacting their Miami advisor each semester.
6. Sinclair Community College students admitted to Miami University Hamilton and Middletown under this program may change their academic program at any time.

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<sup>1</sup> Students should print the application form off the web ([www.ham.muohio.edu](http://www.ham.muohio.edu) or [www.mid.muohio.edu](http://www.mid.muohio.edu)) or request one from the Sinclair Community College Engineering Technology transfer advisor (Karen Blake) The application includes high school transcripts and SAT/ACT scores.

However, the students must satisfy the academic requirements for the program that is in effect at the time the change is made.

7. Students will have access to student services afforded all Miami students such as library resources, academic advising, and other similar resources available to Miami students. Students will be issued a Miami I.D. card.
8. Sinclair Community College engineering technologies division and Miami University Hamilton and Middletown engineering technology department will monitor the students who take advantage of dual admission and the progress those students make through their program. This information will be used to assess and continuously improve this agreement.

## **GENERAL PROVISIONS FOR IMPLEMENTATION OF THE AGREEMENT**

Upon approval of this agreement, Miami University Hamilton and Middletown will work with Sinclair Community College to develop and maintain a student information sheet, a dual-admission application form, and DUAL-ADMISSION REQUIREMENT GUIDE for the Engineering Technology programs to facilitate the transfer of students and provide them with information about program requirements.

Both institutions will approve of all marketing materials and will share the expense of preparing, publishing, and disseminating these materials.

This agreement shall remain in effect until modified by mutual consent or terminated by Sinclair Community College or Miami University Hamilton and Middletown. A one year's notice is required prior to termination.

Sinclair Community College and Miami University Hamilton and Middletown authorize this agreement to become effective on March 1, 2006.

For  
Sinclair Community College

For  
Miami University

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
President

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Executive Director/Dean Hamilton Campus

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Vice President for Instruction

\_\_\_\_\_  
Executive Director/Dean Middletown Campus

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Dean, Engineering Technology Division

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Dean, School of Engineering and  
Applied Science

Revised/Updated: January 27, 2006