



## Williams College Transfer Agreement with Honors Transfer Council of California



### PURPOSE

The purpose of this agreement is to maintain collaboration between Williams College and members of the Honors Transfer Council of California in order to facilitate the smooth transition, according to standards consistent with the Williams transfer policy, of exceptional students from member community colleges to Williams College for completion of students' bachelor's degrees.

### MEMBERSHIP

This agreement includes all member colleges of the HTCC.

### GOALS

- Encourage exceptional HTCC honors students to enroll at Williams College.
- Assist students in the transition from HTCC honors programs to degree programs at Williams College.
- Promote student academic preparation and transfer planning.
- Support and promote the value and benefits of community college transfer.
- Expedite baccalaureate degree completion by HTCC honors students.

### COMMITMENT BY WILLIAMS COLLEGE

As part of this agreement, Williams College will, to the extent consistent with its policies and practices that are in effect from time to time, do the following:

1. Offer campus visits.
2. Consider a transfer applicant's completion of an honors program at an HTCC-member community college to be evidence of enhanced rigor in academic preparation for transfer.
3. Practice need-blind admission for domestic applicants (including undocumented students and those with DACA status).
4. Meet the full demonstrated financial need of all admitted students, including international students.
5. Meet the full demonstrated need of all U.S. military veterans through a combination of financial aid and veterans' benefits, including the GI Bill and Yellow Ribbon Program.

6. Guarantee on-campus housing for all admitted students.
7. With the announcement of admission, provide a preliminary evaluation of transferable credit.
8. Designate admissions liaison to HTCC and member colleges. The initial liaison will be Assistant Director of Admission Carolina Echenique.

#### **COMMITMENT BY PARTICIPATING HTCC COLLEGES**

As part of this agreement, participating HTCC community colleges will:

1. Provide an organized structure for development and offering of honors courses. Such a program will be represented in each member college's governance structure and will be directed or coordinated by a member of the college's instructional faculty.
2. Identify an honors counselor to serve as primary liaison between Williams College and student members of its honors program.
3. Work with the Office of Admission at Williams College to ensure the completeness of each applicant's admission file, including verification of honors coursework and honors program completion status.
4. Encourage periodic review of the transfer curriculum to ensure that it is feasible for honors students graduating from HTCC member community colleges to transfer to Williams College. HTCC member colleges will ensure that their honors graduates have (a) fulfilled their college requirements with at least a 3.5 GPA in UC-transferable courses and (b) completed the honors program with at least 15 units of an honors curriculum involving intensive writing and critical thinking.
5. Ensure that the honors director and counselor(s) provide students with information about this agreement and about Williams College requirements.
6. Provide Williams College with opportunities to recruit honors students on campus.

#### **COMMITMENT BY THE HONORS TRANSFER COUNCIL OF CALIFORNIA**

1. Provide Williams College with contact information for honors counselors at HTCC member colleges and promote opportunities for Williams College to interact with those counselors.
2. Encourage its members to work with their Veterans Education and Transition Services (VETS) offices to increase awareness of the opportunities available at Williams, specifically to former and current American servicemen and servicewomen.
3. Encourage its members to work with their local student services offices to increase awareness among underrepresented and first-generation students of the opportunities available at Williams College.
4. Require the Chair of Transfer Relations to be continually available in order to facilitate communication among Williams College, the HTCC, and HTCC member colleges.
5. Require the Chair of Transfer Relations to annually review the lines of communication and accuracy of the contact information of all parties to this agreement and revise the partnership agreement as

necessary.

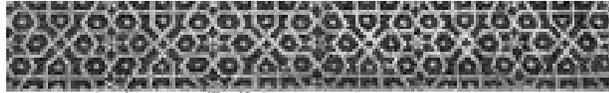
6. Require the Chair of Transfer Relations to maintain a landing page for Williams College on the HTCC's website to enable students to most effectively search opportunities available at the college.
7. Invite Williams College representatives to the annual Honors Transfer Fairs and other events as they arise in order to build relationships among Williams College representatives and honors students, honors directors, and honors counselors.

Either party may terminate this agreement at any time by providing written notice to the other.

AGREED:



Name: Elizabeth Creighton  
Title: Dean of Admission & Financial Aid  
Williams College



Jodi Balma  
President  
Honors Transfer Council of California



Name: Carolina Echenique  
Title: Assistant Director of Admission  
Williams College

Date: January 12, 2018

Date: 2/6/18