

**Memorandum of Understanding  
Offered to Bethany University Students**

**Agreement between incoming Bethany University Students and**

**NOTRE DAME DE NAMUR UNIVERSITY**

June 21, 2011- August 1, 2012

**APPLICATION and ADMISSIONS INFORMATION**

Bethany students desiring to attend Notre Dame de Namur University (NDNU) should contact:

*Undergraduate Admission Contact:*

Lonnie Contreras, Transfer Counselor  
*Notre Dame de Namur University, Office of Admission*  
1500 Ralston Avenue  
Belmont, CA 94002  
650-508-3600  
Email: [lcontreras@ndnu.edu](mailto:lcontreras@ndnu.edu) or [admiss@ndnu.edu](mailto:admiss@ndnu.edu)

*Graduate Admission Contact:*

Shannon Morton, Graduate Recruiter  
*Notre Dame de Namur University, Office of Admission*  
1500 Ralston Avenue  
Belmont, CA 94002  
650-508-3600  
Email: [smorton@ndnu.edu](mailto:smorton@ndnu.edu) or [grad.admit@ndnu.edu](mailto:grad.admit@ndnu.edu)

**Important Dates and Information**

If Bethany students wish to apply for and attend Fall 2011\* they should keep in mind the following timeline of activities:

- ✓ *Undergraduate & Graduate application: August 15 preferred (rolling admission)*
- ✓ *Receipt of transcripts: August 15 preferred*
- ✓ *FAFSA (and other financial aid): August 15 preferred*
- ✓ *Enrollment Deposit: August 20*
- ✓ *Housing application: August 1 preferred (pending availability)*

NDNU will accept applications from Bethany students until the start of classes of each term covered by this MOU, however we encourage students to apply as early as possible to ensure a smooth transition. This agreement extends to all Bethany students who were enrolled in good

standing for the spring 2011 term or who were admitted as new students for the fall 2011 term. Students who were previously dismissed or who withdrew from Bethany are not covered under the terms of this MOU.

*\* Students who wish to enter Spring, Summer or Fall 2012 should check the NDNU admission website for appropriate deadlines.*

### **FRESHMAN ADMISSION REQUIREMENTS**

Students who were admitted to Bethany University as freshmen but who have not been awarded any academic credit will be expected to complete the NDNU degree requirements as outlined in the Fall 2011 Academic Catalog. Bethany students should note that the undergraduate General Education curricula of Bethany and NDNU are very similar. Information about our General Education program, undergraduate major requirements, and graduate program degree requirements, can be found in the updated 2011 catalog, available online.

1. **Apply Online** ([www.ndnu.edu/apply](http://www.ndnu.edu/apply))
2. An official high school transcript showing, at minimum, completion of the following University preparatory courses:
  - English - four years
  - Mathematics - Algebra and Geometry
  - Foreign Language - two years of the same language
  - Laboratory Science - one year in grades 10-12
  - Social Science - two years in grades 10-12
  - University Preparatory Electives - a total of three full-year courses.

This equates to one full-year course in three of the following areas: advanced mathematics, advanced foreign language, advanced laboratory science, computer science, advanced social science, or fine arts.

3. SAT (with writing) or ACT (with writing) scores from the test agency, on the reference form or on the transcript.
4. Letter of recommendation from a teacher or counselor
5. An essay (instructions appear in the application).

### **TRANSFER AND GRADUATE ADMISSION REQUIREMENTS**

For specific transfer and graduate admission requirements visit:  
<http://ndnu.edu/admissions/default.aspx>

**FINANCIAL AID/SCHOLARSHIPS:**

NDNU is committed to making the cost of attendance affordable for all its students. We offer need-based as well as merit scholarship programs. Interested students should apply for admission and submit a FAFSA as soon as possible.

*Community Engagement Scholarships for Bethany Transfer students entering in the Fall 2011 semester: 4 scholarships may be awarded to Bethany transfer students for \$3000.00*

*Requirement:* The NDNU Community Engagement Scholarship recipients receive \$3000 each year for up to four years of undergraduate study leading to a bachelor’s degree. The award is determined by application process and is provided to students demonstrating outstanding academic and personal qualities as well as leadership and commitment to community service. The recipient must be enrolled full-time each academic semester (fall/spring), remain in good academic standing, and must be making satisfactory progress toward the degree. Please see refer to **Appendix “A”** for the Community Engagement Scholarship application.

*Merit Aid Scholarships: Undergraduate Bethany students will be considered for merit based scholarships, up to \$7,500.00. Transfer students may use the true cost calculator to get an estimate of scholarships and need based financial aid by visiting the NDNU true cost calculator website: <http://www.ndnu.edu/admissions/financial-aid/net-price-calculator.aspx#transfer>*

Ministerial scholarships are not available at NDNU. Athletic scholarships are limited and may be awarded based on athletic talent.

**COMPARATIVE COSTS BETWEEN BETHANY AND NDNU:**

<b>Bethany University Full-Time Undergraduate Charges (10-11)</b>		
	<b>Semester</b>	<b>Year</b>
<b>Subtotal of Charges:</b>		
<b>Tuition</b>	\$9,150	\$18,300
<b>Room &amp; Board</b>	\$3,800	\$7,600
<b>Mandatory Fees</b>	\$300	\$600
<b>Total</b>	\$13,250	\$26,500

<b>NDNU Full Time Undergraduate Charges</b>		
<u>Subtotal of Charges:</u>	Semester	Year
Tuition (This amount does not include available institutional aid, which may include merit-based and need-based financial aid. Merit based scholarships go up to \$11,000 for freshmen and \$7,500 for transfer students. To get an estimate of scholarships and institutional aid visit: <a href="http://www.ndnu.edu/admissions/financial-aid/net-price-calculator.aspx">http://www.ndnu.edu/admissions/financial-aid/net-price-calculator.aspx</a> )	\$14,805	\$29,610
Room & Board (based on double room assignment)	\$5,840	\$11,680
Mandatory Fees	\$300	\$600
<b>Total</b>	<b>\$20,945</b>	<b>\$41,890</b>

<b>OTHER COMPARATIVE COSTS</b>	<b>NDNU 11-12</b>	<b>BU 10-11</b>	<b>BU 10-11</b>
Traditional Undergraduate Part Time	\$955	\$764 (<12 units)	\$540 (>17 units)
Professional Studies Program/Evening (1-11 units — per unit)	\$550	N/A	N/A
Credential (per unit)	\$635	N/A	N/A
Graduate (per unit) <i>Non-Education Masters</i>	\$790	\$645	\$645
Graduate (per unit) <i>Education Masters Only</i>	\$720	\$515	\$515
Post-Baccalaureate (per unit)	\$955	N/A	

\*Source: Assemblies of God College Guide

Please [click here](#) or visit [www.ndnu.edu](http://www.ndnu.edu) more detailed information on NDNU tuition and student fees.

### **TRANSFER OF CREDITS/RESIDENCY REQUIREMENTS:**

#### *Undergraduate:*

For undergraduate students, NDNU's general policy is to award transfer credit for college-level courses completed with a grade of "C" (2.0) or higher at any degree-granting, regionally-accredited two-year or four-year college or university, with the exception of remedial and nonacademic vocational courses. NDNU has a residency requirement of 30 units. However, on a case-by-case basis to be outlined in the written Transfer Credit Evaluation, NDNU will consider a minimum residency requirement of 15 units in order to facilitate the timely graduation of Bethany students.

#### *Graduate:*

For courses taken toward a graduate degree, NDNU generally requires that courses be completed with a grade of "B" (3.0) or better. On a case-by-case basis to be determined and communicated in writing by the NDNU Graduate Program Director/Dean, NDNU may be willing to waive the usual cap of 6 credits allowed to be transferred in to a Graduate Degree program on a program-by-program basis.

*Transfer Credit Evaluation:*

Each applicant from Bethany will receive a written Transfer Credit Evaluation based on a thorough review of transcripts for coursework taken prior to matriculation at NDNU. It is our intent to be as flexible as possible in the awarding of transfer credit taken at Bethany University with the goal of allowing students who are in good academic and financial standing at Bethany to transfer to NDNU at as close as possible to their current standing. Bethany students should understand that the transfer of credit toward *major* requirements or graduate degree requirements is at the discretion of that Department's Chair or Program Director.

*General Education Articulation Agreement:*

Based on a comparison of the two institutions' general education requirements, NDNU makes the following commitments:

1. NDNU agrees to accept all Religious Studies coursework previously completed at Bethany University toward its General Education requirement. For students who enter NDNU with two 3-credit completed courses in Religious Studies, NDNU agrees to waive its institutional requirement that a second, upper-division Religious Studies course be taken in residency at NDNU. For Bethany students entering with only one 3-credit completed course in Religious Studies, the second religious studies course must be an upper-division course and must be taken at NDNU.
2. NDNU agrees to transfer Bethany University's Critical Thinking (CRTH1113) course to fulfill NDNU's General Education requirement in Philosophy.
3. NDNU agrees to replace its Modern Language requirement for Bachelors of Arts degree seekers with one course in Culture & Language (any course designated CUL in the NDNU catalog or its Bethany equivalent). For Bachelors of Science students, requirement of two Culture & Language courses is replaced by one Culture & Language course as designated in the NDNU catalog or its Bethany equivalent.

**INTERNATIONAL STUDENT PROVISIONS:**

NDNU's International Student Advisor will work with current international students from Bethany who need to transfer their I-20 to NDNU. NDNU will assume for the purposes of a seamless admission process that international students who have been admitted to Bethany possess the necessary English language skills and high school equivalency for NDNU admission. International students are encouraged to submit the Proof of Financial Support documentation along with their application to ensure quick processing of their application and the I-20. NDNU cannot process an I-20 without the Proof of Financial Support. Once international students are admitted to NDNU, they should process the Authorization for F-1 Student School Transfer form as soon as possible. NDNU does not award financial aid to international students. In addition to helping international students meet immigration requirements, NDNU's International Student Advisor provides a range of social and cultural programming to support the international student's transition to campus.

**COMPARISON OF NDNU AND BETHANY ACADEMIC PROGRAMS:**

NDNU offers numerous academic programs that align with Bethany's majors. NDNU will provide a Transfer Credit Evaluation to all admitted students in order to clarify the requirements needed for the NDNU degree. NDNU will do its best to offer reasonable flexibility in the awarding of transfer credits, though Bethany students should understand that the transfer of credit toward *major* requirements (or graduate degree requirements) is at the discretion of that Department's Chair or Program Director.

<b>NDNU UNDERGRADUATE ACADEMIC PROGRAMS</b>	<b>BETHANY ACADEMIC PROGRAMS</b>
<u>Accounting</u>	N/A
<u>Art (BA, BFA)</u>	N/A
<u>Art and Graphic Design (BA)</u>	N/A
<u>Biochemistry (BS)</u>	N/A
<u>Biology (BS)</u>	N/A
<u>Business Administration (BS) (Day)</u>	Business Administration
<u>Business Administration (BS) (Evening)</u>	Business Administration
<u>Communication (BA)</u>	Communication
<u>Computer and Information Science (BS) (Day and Evening)</u>	N/A
<u>English (BA)</u>	English
<u>History (BA)</u>	N/A
<u>Human Services (BS) (Evening)</u>	N/A
<u>Kinesiology (BS)</u>	N/A
<u>Liberal Studies (BA) (Day)</u>	Liberal Studies/Liberal Arts
<u>Liberal Studies (BA) (Evening)</u>	Liberal Studies
<u>Musical Performance (BFA)</u>	Music
<u>Nursing 2+2 (BS)</u>	N/A
<u>Philosophy (BA)</u>	N/A
<u>Political Science (BA)</u>	N/A
<u>Psychology (BA) (Day)</u>	Psychology
<u>Psychology (BA) (Evening)</u>	Psychology
<u>Religious Studies (BA)</u>	N/A
<u>Sociology (BA)</u>	Social Science
<u>Theatre Arts (BA)</u>	N/A

NDNU GRADUATE PROGRAMS	BETHANY GRADUATE PROGRAMS
Art Therapy (MA)	Master of Science in Psychology
Marriage and Family Therapy (Art Therapy Psychology) (MA)	Master of Science in Psychology
Clinical Psychology (MS)	Master of Science in Psychology
Clinical Psychology: Marriage and Family Therapy (MS)	Master of Science in Psychology
English (MA)	N/A
Musical Performance (MFA)	N/A
Performance Certificate (Music)	N/A
Post-Baccalaureate Premedical Certificate	N/A
Business Administration (MBA)	N/A
Management (MSM on ground and online)	N/A
Public Administration (MPA on ground and online)	N/A
Education (MA)	Master of Arts in Education/Master of Arts in Teaching
School Administration (MA)	N/A
Special Education (MA)	N/A
Teacher Education (Credentials)	N/A
Preliminary Education Specialist Level I	N/A
Preliminary Multiple Subject Credential	N/A
Preliminary Single Subject Credential	N/A

### **MAJOR SPECIFIC AGREEMENTS: BUSINESS ADMINISTRATION ARTICULATION**

In general, NDNU's schools and faculty agree to offer flexibility in evaluating coursework within the major for transfer credit to the NDNU major. Transfer credit evaluations will be performed on a case-by-case basis.

Specifically, NDNU's School of Business and Management is pleased to provide the following articulation agreement for coursework taken as part of Bethany's Business Administration major:

BUSINESS ADMINISTRATION CORE COURSES		
NDNU Course	Course Name/Content	Bethany Course
BUS 1000	Business Foundations	BU 1113
BUS 1008	Business Values	<b>Waived</b>
BUS 1100	Macroeconomics	BU 2103
BUS 1108	Microeconomics	BU 2113
BUS 1220	Intro to Financial Accounting	BU 2203
BUS 1232	Managerial Accounting	BU 2213
BUS 1300	Comm Based Research & Stats	BU 3343
BUS 2000	Management Principles	BU 1103*
BUS 2008	Legal Envir of Business	BU 3103

BUS 2216	Bus Analysis Using Spreadsheets	BU 3203
BUS 2226	Corporate Finance I	BU 4243
BUS 2300	Marketing Principles	BU 1303*
BUS 2335	International Business	BU 4123
BUS 2600	Operations and IT Systems	BU 4203
BUS 2980	Business Policy (Capstone)	BU 4233

In addition to the above courses, Bethany students transferring in to NDNU's Business Administration program will select from four of the five following courses:

NDNU Course	Course Name/Content	Bethany Course
BUS 2990	Internship	BU 4903
BUS XXXX	Business Elective	BU XXXX
BUS XXXX	Business Elective	BU XXXX
BUS XXXX	Business Elective	BU XXXX
BUS XXXX	Business Elective	BU XXXX

NDNU's and Bethany's Business Administration Programs contain very similar course requirements. For Bethany students, NDNU will waive its requirement Business Values (BUS 1008). We will also accept, as part of this agreement, Bethany University's lower division courses in Management Principles (BU 1103) and Marketing Principles (BU 1303) to fulfill the requirement for our upper-division courses of the same name (BUS 2000 and BUS 2300, respectively). In addition, NDNU will waive *either* its Internship (BUS 2990) requirement *or* one 3-credit Business Elective requirement, for students transferring from Bethany. Bethany students will be required to follow one of two sequences: the Business Internship and three 3-credit Business electives; *or* four 3-credit Business electives. Bethany students should note that a minimum of 124 credits are required for the awarding of the Bachelor's degree, regardless of how many NDNU course requirements are waived.

For students transferring from Bethany's Management major into NDNU's Management concentration, the above course waivers/substitutions will apply. However, given the difference between the two programs, Bethany students should understand that they will be required to take five additional courses: Managerial Accounting, Business Analysis Using Spreadsheets, Corporate Finance I, International Business, and Operations & IT Systems. If Bethany Management students wish to transfer into NDNU's Business Administration major, the above course waivers and substitutions will apply. NDNU does not have a comparable concentration to Bethany's Sports Management program, but these students are invited to consider NDNU's general Business Administration major. Every attempt will be made to allow for a smooth transition. Students are encouraged to speak with an advisor early in the transfer process to more completely understand their transfer credits and course sequencing at NDNU.

### **MAJOR SPECIFIC AGREEMENTS: EDUCATION ARTICULATION**

NDNU's and Bethany's Master's programs and embedded Credentials share similar elements, including foundation courses. NDNU and Bethany have different units for courses such as



student teaching: NDNU requires 8 units while Bethany requires 13 units when combining the Supervised Field Experience and Student Teaching. However, NDNU requires additional courses for methodologies in both the Multiple Subject (MS) and Single Subject (SS) credentials:

- MS – EDU4333, 4336, 4339 (7 units)
- SS - EDU 4404, 4407 (4 units)
- MS/SS – EDU 4119, 4110, 4113, 4116 (7 units)

Therefore, the total number of units at NDNU for a Multiple Subject Credential equates to 33 units. The total number of units in the Single Subject Credential is 31.

To account for the difference in the number of units required to obtain the credential with the MA degree at Bethany (40 units) and NDNU (49 units), NDNU is willing to accept Bethany's higher degree of coursework articulation and waive these additional units. For the Masters in Education, students from Bethany would have a choice of a research methods class for a thesis, or a capstone course for a project-based Masters.

While Bethany and NDNU's program use different state assessments (Bethany uses the Cal TPA and NDNU uses the PACT), NDNU agrees to handle the state assessments on a case-by-case basis.

Comparison of Bethany and NDNU MA in Education Programs

NDNU Course	Course Name/Content	Bethany Course
EDU4330	Elem Reading/LA: Primary	
EDU 4333	Elem Reading/LA: Elem	MAED6113
EDU4410	Language & Literacy Content Areas	MAED6133
EDU4342/4345	Seminar in Student Teaching/Intern	MAED6402
EDU4700	Trends in Curriculum	MAED6703
EDU4107	Foundations for ELLs	MAED6803
EDU4342/4345	Seminar in Student Teaching/Intern	MAED6923/6933
EDU4336	Curriculum: Elementary Math (MS)	MAED7753
EDU4339	Curriculum: Elem. Soc Studies/Science	MAED7753
EDU4400/4404/4407	Orientation to Teaching; Teaching & Pedagogy; Secondary Curriculum	MAED7763
EDU4104	Sociological/Multicultural Foundations	MAED7103
EDU4100	Psychological Foundations	MAED7502
EDU4342	1 <sup>st</sup> Semester Student Teaching/Intern	MAED7891/7901
EDU4345	2 <sup>nd</sup> Semester Student Teaching/Intern	MAED7891/7901
EDU4119	Assessment in the Classroom	
EDU4110	Special Edu. for the Classroom Teacher	
EDU4113	Technology Applications in Educ.	
EDU4116	Health Education	
EDU4706 or 4703	Social Justice	MAED7832
EDU4721 or 4880	Introduction to Research; Capstone	(MAED7783)*

*\*Residency Requirement, Not Transferable*

**Other State Requirements**

**NDNU**

**Bethany**

PACT (Stanford Consortium)

- \*\* Cal TPA- Subject Specific Pedagogy
- Cal TPA – Designing Instruction
- Cal TPA – Assessing Learning
- Cal TPA – Culminating Teaching Experience
- \*\*This will be handled on a case-by-case basis.

## ANCILLARY SERVICES AND OPPORTUNITIES

### Athletic Opportunities:

NCAA DII <http://www.ndnuargos.com/>

11 Men's and Women's intercollegiate sports

PACIFIC WEST Conference: <http://www.pacificwestsports.org/landing/index>

### Spiritual Opportunities

#### **Spiritual & Service Clubs/Organizations**

- **Roteract**  
Roteract supports the efforts of Rotary International and fulfills the similar objectives of Rotary and its mission by striving to achieve world understanding and peace through humanistic, educational, and cultural programs at the local, national, and international level.
- **Student Spirituality Team**  
This team works with the Center for Spirituality to promote the personal and spiritual development of NDNU students.
- **Young Christian Students (YCS)**  
YCS bring awareness of Jesus Christ to campus and provide spiritual support to all NDNU students and staff.

#### **Spiritual Development (Center for Spirituality) Confidential Spiritual Direction**

- Weekly liturgy in the chapel as well as interfaith and other community liturgies
- Various retreats, including the Leadership Retreat, Contemplative Retreat, Outdoor Adventure Retreat, Kairos Retreat, and Busy Person's Retreat

### Resident Life

NDNU offers residential housing. For more information visit the Campus Life website: <http://ndnu.edu/campus-life/>

### Approval Signatures:

Dr. Diana Demetrulias                      7-21-11  
Dr. Diana Demetrulias, Provost                      Date

Dr. Lewis R. Shelton                      7/21/11  
Dr. Lewis R. Shelton, President                      Date



**NDNU Community Engagement Scholarship**  
*2011-12 Application Form*

**Scholarship Details:** NDNU Community Engagement Scholarship recipients receive \$3000 each year for up to four years of undergraduate study leading to a bachelor's degree. The award is determined by application process and is provided to students demonstrating outstanding academic and personal qualities as well as leadership and commitment to community service. The recipient must be enrolled full-time each academic semester (fall/spring), remain in good academic standing, and must be making satisfactory progress toward the degree.

Name: \_\_\_\_\_ Start Term: \_\_\_\_\_

Street: \_\_\_\_\_ City, State ZIP: \_\_\_\_\_

Email: \_\_\_\_\_ Phone (Preferred): \_\_\_\_\_

Please list relevant community service and leadership activities:

Please briefly explain why community service is important to you (feel free to attach an additional page):

**Please return completed application to:**

Jason Murray, Director of Admissions, Notre Dame de Namur University, 1500 Ralston Avenue, Belmont, CA 94002 or fax to 650-508-3426. Questions? Please call Admissions at 650-508-3600 or email [admiss@ndnu.edu](mailto:admiss@ndnu.edu).