



DEPARTMENT OF DEFENSE

DEFENSE ACQUISITION UNIVERSITY
OFFICE OF THE PRESIDENT
9820 BELVOIR ROAD
FORT BELVOIR, VA 22060-5565

**MEMORANDUM OF UNDERSTANDING
BETWEEN
DEFENSE ACQUISITION UNIVERSITY
AND
UNIVERSITY OF THE POTOMAC**

The purpose of this Memorandum of Understanding (MOU) is to outline a strategic partnership between University of Potomac (UOTP) and Defense Acquisition University (DAU).

RESPONSIBILITIES:

UOTP will,

1. Maintain accreditation through the Middle States Commission for Higher Education.
2. Provide academic instruction and related professional educational services to accommodate the requirements of students in the academic programs offered. Programs offered include Associate of Science degrees, Bachelor of Science degrees, Master of Business Administration degrees and certificate programs, as listed in the current UOTP Academic Catalog (<http://www.potomac.edu/academics/catalog/>).
3. Accept all academically qualified individuals, subject to school policy as stated in the current catalog, for admission and register them in courses and programs. Upon receipt of a complete application for admission and request for evaluation, UOTP shall evaluate applicable transfer of credits. Transfer policies shall specifically address credit by examination and the credit recommendations given by the American Council on Education (ACE). University credit may be awarded for learning experiences derived from training programs or work experience if properly documented and or/are ACE approved. Credit will be awarded in accordance with UOTP policy for prior learning assessment. Credit for DAU courses will be granted as approved by ACE or by consideration and approval by UOTP.
4. Provide complete information on available financial aid to all students and potential students.
5. Ensure that academic advisement is available to students.
6. Keep complete and accurate records of all academic work completed or attempted.

DAU will,

1. Assist UOTP in the distribution of information regarding transfer opportunities available to DAU students.
2. Place transfer information on the DAU homepage. DAU will update information on the homepage as changes occur.
3. Work with UOTP to identify terms, duration, and courses required to be offered at appropriate times that are flexible and convenient to the majority of students.

Points of Contact (POC):

The POC for DAU is:

Name: Wayne E. Glass
Position: Program Director, Strategic Partnerships
Phone: 703-805-4480
Fax: 703-805-5909
E-mail: wayne.glass@dau.mil

The POC for UOTP is:

Name: Yvonne Hood
Position: Director of Academic Operations
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MODIFICATION:

This agreement may be modified in writing upon the mutual written consent of both parties. As this strategic partnership evolves with additions and modifications to the original MOU, these changes will be reflected as addenda to the original agreement.

TERMINATION:

The terms of this agreement, as modified with the consent of both parties, will remain in effect until June 30, 2017. The agreement may be extended by the mutual written agreement of the parties. Either party upon 30 days written notice to the other party may terminate this agreement. This agreement may be terminated based on matters of national security.

OTHER:

1. UOTP will accept credits earned through the Defense Acquisition Workforce Improvement Act certifications that can be transferred into certain Bachelors (Level I and II certification) and Masters (Level III certification) programs. This meets the Excelerate criteria outlined at the Excelerate section of the DAU Strategic Partnership website.
2. UOTP and DAU upon mutual agreement will entertain collaborative research projects that benefit both the DAU and UOTP curricula.
3. Individual students bear the responsibility for payment of tuition, fees, and any other costs related to enrollment in UOTP's degree or certificate programs.
4. Students will be subject to the policies and procedures of UOTP.
5. No agreements concerning the transfer or exchange of any asset of either party is intended or implied by this memorandum. UOTP and DAU are separate and independent institutions of higher education and by this agreement both will continue to operate as separate institutions. The administrators of UOTP and DAU are authorized to sign, prepare and implement plans of action and procedures necessary to effect this agreement.

Agreed:

DEFENSE ACQUISITION
UNIVERSITY

By: James S. McMichael
James S. McMichael
Vice President
Defense Acquisition University

Date: 8/13/2014

UNIVERSITY OF THE
POTOMAC

By: Clinton Gardner
Dr. Clinton Gardner
President
University of the Potomac

Date: 8/13/14