



MEMORANDUM OF UNDERSTANDING REGARDING BLOCK TRANSFER

between

**College of the Rockies
Cranbrook, BC**

and

**Royal Roads University
Victoria, BC**

This memorandum of understanding constitutes an agreement between Royal Roads University (RRU) and the College of the Rockies (COTR). The participating units at the respective institutions are the School of Tourism and Hospitality Management at RRU and the participating Tourism programs at COTR.

Objective of the Agreement

RRU agrees to facilitate the block transfer of students from COTR with appropriate prerequisite qualifications into the third year of the Bachelor of Arts in International Hotel Management degree at RRU. By this agreement, applicants from COTR who meet the requirements outlined below will be eligible for admission to RRU with full block transfer, provided all other entrance criteria are met (per the program admission requirements on the RRU website) and space remains available in the Bachelor of Arts in International Hotel Management program.

Successful completion, with a minimum “B” (3.0/4.33) GPA, of the:

- Adventure Tourism Business Operations Diploma
- Recreation Management Diploma
- Tourism Management Diploma
- Hospitality Management Diploma

As a partner to this agreement, COTR agrees:

- to make information about this agreement and the RRU Bachelor of Arts in International Hotel Management degree options available to students;
- to provide opportunity for representatives of RRU to visit appropriate forums at COTR to disseminate information about the RRU Bachelor of Arts in International Hotel Management program;
- to notify RRU with as much lead time as possible of any curriculum changes to the diploma(s) outlined above.

As a partner to the agreement, RRU agrees:

- to provide students from COTR holding a diploma as noted above academic acceptance into the third year of the Bachelor of Arts in International Hotel Management program at RRU, provided all other entrance criteria are met (per the program admission requirements on the RRU website) and space remains available in the Bachelor of Arts in International Hotel Management program;
- whenever possible, to count any undefined transfer credits towards the Bachelor of Arts in International Hotel Management requirements to prevent students having to unnecessarily take additional courses to qualify for graduation;
- to notify COTR with as much lead time as possible of any curriculum changes to the Bachelor of Arts in International Hotel Management program;
- to notify COTR with as much lead time as possible about any changes to the Bachelor of Arts in International Hotel Management requirements that are anticipated or approved.

Liaison


Implementation of this agreement will be through the Registrar's Office at each institution, in consultation with the appropriate authorities in the respective programs.

Term of the Agreement

This agreement shall be in place for a period of five years commencing December 1, 2022. At the end of this time, the agreement will be subject to review and renewal by RRU. If there are impediments to renewal, RRU will notify the transfer partner of the impediments, with the goal of negotiating a new agreement.


RRU retains the right to limit the number of students admitted under this agreement.

On behalf of the College of the Rockies:

	February 23, 2023
Paul Vogt, President & CEO	Date

	February 23, 2023
Robin Hicks, Vice President, Academic and Applied Research	Date

On behalf of Royal Roads University:

	February 14, 2023
Veronica Thompson, PhD, Vice President Academic and Provost	Date