

FOUR-YEAR DEGREE GUARANTEE

The College guarantees that full-time first-year students entering the College who meet the Four-Year Degree Guarantee conditions stated in the *Randolph-Macon College Academic Catalog* will graduate with a major within four academic years or Randolph-Macon will provide the required course(s) free of tuition charges.

These conditions include:

- Complying with the academic requirements related to course load, timely and appropriate progress through general education and major requirements, major and cumulative GPA;
- Declaration of major(s) in a timely manner, appropriate to the major selected ;
- Satisfactory completion of their first-year transition course(s) (e.g., Yellow Jacket Success Strategies (YJSS 101));
- Meeting at least once per semester with the academic advisor and following their advice;
- Participating in the Edge Boot Camp, preferably in your sophomore year;
- Selecting and registering for courses on the first day of the student's registration window and in pursuit of timely completion of graduation requirements;
- Submitting a completed Notice of Candidacy for Graduation by the deadline applicable to your anticipated completion date;
- Four-Year Degree Guarantee Agreement signed by student, parent/guardian, and RMC authorized designee;
- Continuous enrollment across fall and spring semesters across four academic years. Suspensions due to academic separation, academic integrity, or conduct, and/or deferral of graduation for athletic participation will invalidate this guarantee.

The College reserves the right to withhold its free tuition guarantee if the student does not comply with one or more of the above conditions.

The Four-Year Degree Guarantee will be reviewed with freshmen students and families during Summer New Student Orientation sessions, and a partnership agreement will be signed at that time by the President or a designee, the student, and their parent/s or guardian/s.

Process and Appeals

When a student believes that they are eligible for the free tuition guaranteed by the Four-Year Degree Guarantee, they must make a request to the college's Provost via email at provostoffice@rmc.edu. The Provost will consult with the Registrar, who will review the student's transcript and academic records for compliance with the guarantee criteria and identify coursework necessary to complete any remaining requirements. The Provost may also consult with the student's academic advisor or other informed parties.

After reviewing all documentation, if the Provost concludes that the conditions of the Four Year Degree Guarantee were met, the Provost may recommend to the President that the student be approved to take remaining required course(s) at RMC without a charge for tuition. If the President concurs with the recommendation, the student will be notified in writing and will be eligible to enroll for the required course(s) without a tuition charge.

If the Provost determines that the conditions of the Four-Year Degree Guarantee have not been met, the student will be notified in writing and with an explanation of the decision. If the Provost finds that the conditions of the Four-Year Degree Guarantee have not been met, students may appeal to the President for reconsideration of the initial decision. To appeal, the student must submit any/all evidence to support their position and draft a detailed letter to the President responding to the explanation offered by the provost. The President will review the appeals letter and documentation and issue their decision. The President's decision is not appealable.