

**University of Hawai'i**  
**Memorandum of Agreement**

**Leeward Community College Associate of Arts in Teaching to  
the UH Mānoa Bachelor of Education in Secondary Education**

The purpose of this Agreement is to facilitate the smooth transition of students completing the Associate of Arts in Teaching (AAT) program at Leeward Community College (LCC) to the Bachelor of Education (BEd) program in Secondary Education in the College of Education (COE) at the University of Hawai'i at Mānoa (UHM). The UHM-COE secondary education faculty voted unanimously in favor of this agreement.

Courses taken to complete the AAT will be evaluated under the following agreement. This agreement will relate only to those students who complete the LCC AAT degree in its entirety and to the specifications outlined in this agreement, updates to which, can occur should the academic requirements of the UHM-COE Secondary Program change. Students in good standing in the AAT program at LCC are eligible to apply for admission to these UHM programs in anticipation of completing the AAT with final acceptance into the program contingent upon the following conditions:

- Successful completion of the LCC AAT;
- The submission of artifacts, from LCC coursework, to the COE demonstrating that the applicant has met certain requisite UHM-COE Secondary Program standards, as determined by COE faculty; and,
- Meeting the current COE admission criteria.

The 40 hours of documented field experience required for entry into the COE program will be considered met by successful completion of the required LCC service learning course, ED 295 (previously ED 297B). Completion of a career portfolio and submission of artifacts as required by ED 295, along with artifacts from ED/PSY 298 and ED 286, must be submitted for COE accreditation purposes as an essential condition of the UHM-COE admissions process.

Students intending to enter the COE with an AAT should fulfill the UHM General Education Foundation Requirements and UHM Diversification Requirements with courses that meet COE requirements. Depending on the Secondary Education major, certain content courses from LCC should be taken as part of the AAT to meet COE requirements (see a COE academic advisor).

UHM-COE Secondary Education course requirements that may be fulfilled by AAT coursework include:

- ITE 401 (UHM) or ED 285 and ED 290 (LCC)
- EDEP 311 (UHM) or ED/PSY 298 (LCC)
- EDEF 310 (UHM) or ED 290 (LCC)
- ITE 440 (UHM) or ED 294 (LCC)
- SPED/ITE 445 (UHM) or ED 297S (LCC) -- to be listed as ED 286 in Fall 2010

Other required Secondary Education Academic Major and Professional Education Core courses should be taken after entry into the UHM COE program. (Note: Some Academic Majors require a minimum percentage of content coursework to be completed prior to admission to UHM-COE.)

A grade of C or better is required for all Professional Education Core and Academic major courses.


**A maximum of 64 credits will be accepted from the AAT into the BEd.**

Students also are required to meet any UHM Graduation Requirements, including those related to Hawaiian, Asian and Pacific Issues, Contemporary Ethical Issues, Oral Communication, and Writing Intensive Course through approved courses taken either at UHM or LCC.


As part of this agreement, UHIM-COE agrees that the Office of Student Academic Services (OSAS) will collaborate with LCC advisors to ensure that accurate information is transmitted to students. LCC-AAT faculty will consult with UHIM-COE Secondary Program faculty to ensure that the AAT coursework that may fulfill UHM-COE BEd in Secondary Education requirements are aligned with Secondary Program Standards. UHM-COE Secondary Program faculty will inform LCC-AAT faculty of changes or revisions of Secondary Program Standards. UHIM-COE administration will help facilitate meetings with faculty and administrators as needed to discuss changes or revisions to this agreement. LCC advisors will work to ensure that AAT students are advised of UHM-COE's Core and Emphasis requirements and will collaborate with UHIM-COE personnel as needed.

This agreement will become effective Spring 2011 and will be subject to review and renewal each year. The Agreement may be revised or discontinued with the consent of both parties at any time.


**It is the responsibility of LCC students to inform OSAS of AAT degree completion.**

  
\_\_\_\_\_  
Virginia Hirshaw  
UHM Chancellor


Date

  
\_\_\_\_\_  
Manuel J. Cabral  
LCC Chancellor

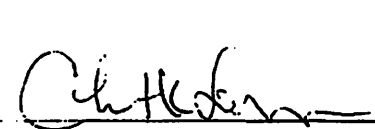
Date

  
\_\_\_\_\_  
Reed Dasenbrock  
UHIM Vice Chancellor for Academic Affairs

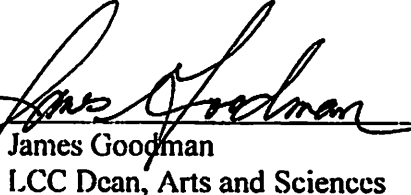
Date

  
\_\_\_\_\_  
Michael H. Pecsok  
LCC Vice Chancellor for Academic Affairs

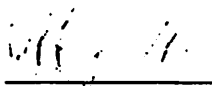
Date

  
\_\_\_\_\_  
Christine Sorensen  
UHM Dean, College of Education

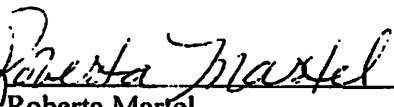
Date

  
\_\_\_\_\_  
James Goodman  
LCC Dean, Arts and Sciences

Date

  
\_\_\_\_\_  
Jeffrey Moniz  
UHM Secondary Education Program Director

Date

  
\_\_\_\_\_  
Roberta Martel  
LCC AAT Coordinator

Date