

***LECOM School of Pharmacy
Early Acceptance Program***

***Provided through an
AFFILIATION AGREEMENT
With
Jamestown Community College***

1. Article I: Introduction

- 1.1 Parties.** This Affiliation Agreement (Agreement) is made by and between Jamestown Community College (JCC) located at 526 Falconer Street, Jamestown, NY 14702 and the Lake Erie College of Osteopathic Medicine (LECOM) located at 1858 West Grandview Blvd., Erie, Pennsylvania 16509.
- 1.2 Relationship of Parties.** The relationship between the Parties to this Agreement and to each other is that of independent contractors. In performance of services, duties and obligations under this Agreement, LECOM and JCC shall be, and at all times are acting and performing as, independent contractors and nothing contained herein is intended to, nor will it, create the relationship of partnership, joint venture, agency or employment between LECOM and JCC, or their respective officers, trustees, directors, servants, employees or staff.
- 1.3 Purpose.** The purpose of the Agreement is to establish an affiliation between the institutions whereby the Parties will define the criteria for JCC students to become eligible for early acceptance into LECOM's School of Pharmacy, leading to the Doctor of Pharmacy degree, Pharm. D.
- 1.4 Consideration.** The Parties execute this Agreement in consideration of their mutual objective to establish an Early Acceptance Program (EAP) and for other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged and agreed to by the Parties.
- 1.5 Early Acceptance Program.** This Agreement establishes an EAP pursuant to which JCC undergraduate students are enrolled simultaneously by JCC and by LECOM as participants in the EAP. The EAP is designed to facilitate the admission of JCC students into LECOM's Doctor of Pharmacy program. LECOM will interview qualified students prior to their enrollment at JCC, or within the first year of study at JCC and prior to the February 1st application deadline. Students interviewing

successfully will be offered a provisional acceptance to LECOM's Doctor of Pharmacy program. Upon meeting the criteria for final acceptance, they will matriculate at the LECOM campus of their choice.

Because this is a demanding professional program, the requirements listed for acceptance have been established to demonstrate that the student is capable of handling the rigorous course load.

- 1.6 **Representatives.** Each Party shall designate a representative responsible for expediting and directing applications and admissions to the EAP.
 - 1.6.1 JCC designates the JCC Director of Admissions and the JCC Science Director to be its representatives (the Representative) to the EAP. The Representative may be changed by JCC in its sole discretion.
 - 1.6.2 LECOM designates John Wojtkielewicz or the Office of Student Affairs to be its representative to the EAP.
 - 1.6.3 In the event a Party changes representatives, it shall notify the other of the change in writing as soon as practical.

2. **Article II: Program Considerations**

- 2.1 **Phases.** The EAP is comprised of two phases. Phase I is defined as the years of undergraduate education while at JCC. Phase II consists of the pharmacy school education while at LECOM and its associated clinical training sites.
- 2.2 **Enrollment.** All applicants who are U.S. citizens, lawful permanent residents, or international students that meet the criteria in Section 2.2.1; who have met JCC entrance requirements; who will be or are currently full time students at JCC; and who meet or exceed the minimum Admissions Criteria listed in the LECOM EAP Student Policy Manual (LESPM), are eligible to enroll in Phase I of the EAP.
 - 2.2.1 International applicants holding an F-1VISA.
 - 2.2.1.1 They must be able to provide an official background check from any previous country in which he or she has lived within at least the last 5 years, and
 - 2.2.1.2 They must agree to the requirements stated in Addendum A.
 - 2.2.2 Applicants that have already earned a four-year undergraduate degree are not eligible.

- 2.2.3** Application to enroll in the EAP may occur prior to matriculation at JCC (i.e., as a high school senior), or after matriculation at JCC. Application to the EAP is initiated by an inquiry through a link on the LECOM portal (<http://portal.lecom.edu>).
- 2.2.3.1 Students who have already matriculated at JCC may apply but must complete their application by February 1st of their first year at JCC and be enrolled in the EAP before starting their second year at JCC.
- 2.2.3.2 An applicant is officially enrolled in the EAP as of the date shown on the provisional letter of acceptance.
- 2.2.4** JCC may establish its own supplemental application to determine participation in the LECOM EAP
- 2.2.5** JCC retains the right to dismiss students from the EAP for academic or disciplinary reasons, in accordance with JCC guidelines.
- 2.3** **Number of Students Accepted.** Each academic year, a maximum combined total (Bradenton campus and Erie campus) of five (5) students will be accepted by LECOM into Phase II from JCC's EAP.
- 2.3.1** To allow for attrition from the time of EAP enrollment until LECOM matriculation, up to 10 JCC students with the same year of LECOM matriculation may be enrolled in Phase I of the EAP. Should more than 5 of the 10 enrolled students meet the final acceptance criteria, LECOM will permit them to matriculate.
- 2.3.2** JCC and LECOM reserve the right to limit the number of students enrolled in this EAP.
- 2.3.3** LECOM reserves the right to amend this agreement to either increase or decrease the number of students accepted for LECOM matriculation each academic year.
- 2.3.4** LECOM will notify JCC of its intent to change the number of students accepted for LECOM matriculation each academic year from JCC at least 12 months prior to making the change
- 2.3.4.1 The decision to increase the number of EAP students accepted for LECOM matriculation will be based upon seat availability at LECOM and a demonstration by JCC that more than 10 students could advance to Phase II of the EAP.

2.3.4.2 A decrease in the number of EAP students accepted for LECOM matriculation will be based upon seat availability at LECOM.

2.3.4.2.1 LECOM shall make such determination, and inform JCC thereof, not less than sixty (60) days prior to the applicable deadline for students to apply to this EAP

2.4 JCC/ LECOM Responsibility. Consultation and communication on program evaluations and student progress should be maintained by JCC's Representatives and by LECOM's Office of Student Affairs.

2.4.1 LECOM will provide the Representatives and JCC Admissions office with a copy of the LESPM prior to the start of a new EAP interview cycle.

2.4.2 At the EAP interview, LECOM will provide each applicant with a copy of the LESPM.

2.4.3 LECOM will provide JCC's Representatives and Admissions office with the name and contact information of any high school applicant that has completed an EAP inquiry and listed JCC as a school to which they may apply.

2.4.3.1 LECOM will notify JCC whenever a change of the applicant's EAP status occurs.

2.4.4 LECOM will provide the Representatives with the EAP interview status of all JCC students who have applied to enroll in the EAP within two weeks of their interview.

2.4.5 All interviews will be conducted by LECOM and must be in-person, either on a LECOM campus or at an off campus location designated by LECOM. Videoconferencing and phone interviews are not acceptable. No additional interview will be required prior to entering Phase II.

2.4.6 Following the successful LECOM interview, JCC must approve the Phase I participation of each applicant that will matriculate or is matriculated at JCC.

2.4.7 LECOM will provide the Representatives with a copy of the student's provisional letter of acceptance and signed Record Release Form.

2.4.8 LECOM will conditionally reserve a seat for all JCC students with a provisional letter of acceptance.

2.4.9 The Representative will provide counseling to students and evaluate students' performance in accordance with the requirements stated herein.

- 2.4.9.1 Subject to Family Education Rights and Privacy Act (FERPA) guidelines, the Representatives will notify LECOM if a student has been subject to any academic or disciplinary action taken by JCC
- 2.4.10 LECOM will calculate and review the Cumulative Overall GPA and the Cumulative Science GPA in February and July of each year.
- 2.4.11 JCC and LECOM will accept JCC credits earned by high school applicants to the EAP, including credits taken through JCC's College Connections Program.
- 2.4.12 JCC and LECOM will accept the physics, the second semester of JCC general chemistry with lab, and eight credits of organic chemistry with lab taken by JCC students at St. Bonaventure University, if these courses are not available at a student's home JCC campus.
- 2.4.13 In addition to the approved credits noted in 2.4.11 and 2.4.12, JCC and LECOM will accept up to eight (8) credit hours of Phase I coursework taken from another regionally accredited college or university.
- 2.4.14 While JCC and LECOM will exercise reasonable care and diligence in the advisement of students concerning requirements for admission to Phase I or Phase II, failure of a student to comply with any of the requirements for admission to Phase I or Phase II shall not be deemed a breach of this Agreement by JCC or LECOM, and JCC or LECOM shall have no liability as a result of a student's failure to comply with such requirements
- 2.4.15 LECOM will advise the Representatives if a JCC student is in danger of being removed from the EAP for any reason and consult with the Representatives prior to removing such JCC student; provided however, that LECOM shall retain final discretion to remove any such student from the EAP.
- 2.4.16 JCC will provide a LECOM recruiter with the opportunity to meet with enrolled and non-enrolled students to discuss LECOM's programs.
- 2.4.17 LECOM will provide JCC's Admissions office and the Representatives literature supporting the EAP and, if requested, one visit per year by a LECOM representative.
- 2.5 **Reviews.** A review of the EAP will be conducted as needed or requested by either Party to this Agreement. This review may include but not limited to:

- 2.5.1 A review of enrolled students' performance and progress,
- 2.5.2 A review of any changes to acceptance requirements, and
- 2.5.3 A review of other changes to the Agreement.

3. **Article III: Degree Awarded**

- 3.1 **Doctor of Pharmacy Degree.** Students will be awarded the degree of Doctor of Pharmacy (Pharm. D.) by LECOM after successfully completing the entire three-year at Erie or four-year at Bradenton pharmacy curriculum and otherwise satisfying all requirements as identified by LECOM for graduation.

ADDENDUM A

INTERNATIONAL STUDENTS

The following policy has been established for international candidates applying for admission to LECOM and/or for students with credentials from a college or university not in the U.S.:

- International students applying for admission to LECOM must meet all general admissions requirements as stated in our admissions policy and Supplemental Application.
- A minimum of two (2) years undergraduate training (60 semester hours of credit) must be completed at a United States institution of higher education prior to consideration for admission to LECOM. Proficiency in the English language; both written and spoken, is required.
- All course work taken at foreign institutions must be evaluated by World Education Services, Inc., P.O. Box 745, Old Chelsea Station, New York, NY 10011, (212) 966-6311, or Josef Silny & Associates, Inc., International Education Consultants, P.O. Box 248233, Coral Gables, FL, 33124, (305) 666-0233.
- Credit for advanced standing will not be given for any work completed in foreign graduate or medical schools. All students must apply for first-year status.
- International students must have permanent residency status (Alien Registration Card) to be eligible to receive any type of financial assistance through the College loan programs.
- International students not having their permanent residency status must provide written proof of ability to finance their medical education for the length of the program of study prior to being granted admission.
- International students must meet all the requirements and comply with all the regulations for temporary visas or residency status in accordance with the U.S. Immigration and Naturalization Service (INS) regulations governing retention and reporting information by the Student and Exchange Visitor Information System (SEVIS).