



Memorandum of Agreement
Between
JVS and
Cambridge College

The purpose of this agreement is to formalize a relationship between JVS and Cambridge College whereby students of both organizations may access academic programs and services, which are offered by each institution, with the goal of achieving success, i.e., credentialed completion, at the collegiate level.

The JVS program, Bridges to College, is a free college preparation program that runs two cycles each year for 23 weeks from January through June and June through December. The program is structured to help students improve English and math skills, raise college placement scores, support the college application process, and provide participants with the skills necessary for college success. Students may additionally benefit by receiving financial support for tuition and textbooks, targeted tutoring and academic coaching, and access to career services in their last semester at the college.

Cambridge College is a non-profit higher education institution whose 40-plus year history has centered on providing an affordable, accessible, high quality academic experience to adults who had traditionally been denied that opportunity. In an effort to fully support all students that seek to enroll at Cambridge College, the JVS Bridges to College program will be used as a developmental resource for prospective students who would benefit from targeted academic skill refinement prior to enrollment. Prospective students would be conditionally accepted into Cambridge College with the understanding that they could be fully enrolled once they have completed the JVS program. While minimal thresholds are described in the agreement, it is expected that all eligible candidates referred to this program by Cambridge College will have first priority status for acceptance into the Bridges to College program. As a condition for this status, Cambridge College will agree to support JVS in the collection of academic performance data on students who complete the Bridges to College program and successfully matriculate through Cambridge College (with appropriate individual student permission as required under law).

In the process, Cambridge College and JVS agree to work collaboratively in informing, supporting, educating and documenting the success of the students who are able to utilize the services described herein.

In undertaking this agreement, Cambridge College agrees to provide the following services:

1. Beginning March 2013, identify and refer to JVS's Bridges to College program, up to **five Cambridge College students each semester who place into developmental courses and who need math and/or English remediation as well as general college readiness**. Assign key staff

in admissions, advising and the testing center to distribute Bridges to College recruitment flyers, to refer developmental-level students to JVS and to encourage these students to attend Bridges to College informational sessions at JVS.

2. Provide JVS with the schedule of enrollment and registration sessions for Bridges to College students seeking to attend Cambridge College.
3. Provide JVS with a schedule of specific Cambridge College academic program information sessions.
4. Cambridge College will develop a release form for the students who participate in the JVS Bridges to College program to sign, giving Cambridge College permission to disclose registration information (FT vs. PT, number and names of courses, etc.) to JVS for data collection purposes strictly related to reporting requirements associated with the Bridges to College program.
5. A representative from Cambridge College will serve as the point person for Cambridge College for any questions or issues regarding the partnership.

Jewish Vocational Services (JVS) agrees to provide the following services during the 12 month program period; JVS will provide on-site instruction and related services to Cambridge College students, to include:

1. Assemble groups of interested student to attend registration and program information sessions at Cambridge College.
2. Provide time for Cambridge College staff to promote selected Cambridge College academic programs in JVS Bridges to College classes or small group coaching sessions as part of academic program and career exploration activities.
3. Provide key Cambridge College personnel with Bridges to College recruitment flyers and provide brief training sessions for selected staff to facilitate referrals.
4. Provide English and math remediation and general college readiness to students accepted into the JVS - Bridges to College program as needed to developmental-level students referred by Cambridge College.
5. Provide regular reports to Cambridge College regarding its students in the Bridges to College program.
6. JVS will develop a referral form which Cambridge College students would bring with them to JVS, along with their Accuplacer scores, so that JVS knows that they have been referred by Cambridge College.
7. Assist students and work with Cambridge College staff to meet Cambridge College deadlines for applications, financial aid, scholarships, etc.

8. Ask students to sign the release form that gives Cambridge College permission to release their enrollment information to JVS.

This Memorandum of Agreement will be re-evaluated every two years with an annual review of process, productivity, and outcome.

Elwood J. Robinson Date: 3/28/13
Signature

[Signature] Date: 4/11/13
Signature

Name: Elwood Robinson
Title: Provost + VP Academic Affairs
Cambridge College

Lori DeBiasi
Program Manager
JVS – Bridges to College program



JVS: Bridges to College Program
29 Winter Street • 3rd Floor • Boston, MA 02108
www.jvs-boston.org/bridges