

# MEMORANDUM OF UNDERSTANDING

Columbia International University, 7435 Monticello Road, Columbia, SC | Vox, 100 Look Up Lodge Road, Traveler's Rest, SC 29690

*Affirmed: July 2023*

*To Be Reviewed: July 2024*

## **PURPOSE:**

The purpose of this Memorandum of Understanding (MOU) is to establish the terms and conditions under which the Vox gap year school will function in relation to Columbia International University (CIU).

## **COMPATABILITY OF INSTITUTIONAL MISSION:**

The mission of CIU is to educate people from a biblical worldview to impact the nations with the message of Christ. This mission is encapsulated in the motto "To know Him and to make Him known."

The mission of Vox: Vox is a nine-month, gap-year school located in Travelers Rest, SC, in northern Greenville County for high-school graduates and college-age young adults who accept the quest to gain better clarity and understanding for who they truly are and what God has called them to do. Our program provides guidance for those who seek the junction where their "deep gladness and the world's deep hunger meet," where they learn what they most need to do and what the world needs most to have done. This junction, this crossroads is where Christ calls us.

**RELATIONSHIP:** Vox will function as an extension site of CIU.

## **TERMS OF MOU:**

1. This document establishes an academic partnership for the benefit of qualified students.
2. This agreement shall be reviewed in one year, after which both entities can assess the impact of the agreement on both CIU and Vox. This agreement may be canceled at any time by either institution with appropriate protection for students enrolled in any given semester.
3. The agreement may also be amended with the consent of both institutions.
4. CIU must approve of all faculty and syllabi for courses taught for CIU credit.
5. CIU will conduct periodic site visits to ensure the meeting of course descriptions and learning outcomes pair comparably with the courses listed in the CIU catalog.
6. Students apply and register through both Vox and CIU and meet both Vox and CIU admission standards.
7. Students are charged CIU's cost per semester.
8. CIU-Vox students who successfully complete the Vox program will receive up to 24 hours of academic credit from CIU.
9. Vox will align course offerings with CIU's published academic calendar.
10. Vox and CIU agree to develop/embrace a mutually agreed upon set of guidelines (dates) for enrollment, add/drop, payment due dates, disbursement of funds dates, and other

agreed upon in writing guidelines to smoothly and effectively work in partnership.

**Vox agrees to:**

1. Promote CIU as an enrollment affiliate and function as an "extension" site of CIU (the terminology as directed by CIU) in accordance with the Admissions and Recruiting Office.
2. Offer the following CIU courses at the Vox site (24 total credits):

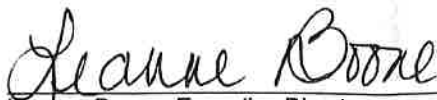
BIB 1116	Old Testament Survey (Fall)
ICS 1210	Discovering the Mission of God (Fall)
COM 2110	Public Speaking (Fall)
MSD 1150	Fundamentals of Biblical Leadership, Char Dev, & Calling (Fall)
MSD 1110	Encountering Spiritual Formation (Spring)
BIB 1120	New Testament Survey (Spring)
MSD 3888	Serving in Jerusalem, Judea, Samaria..." (Spring)
THE 2110	Survey of Bible Doctrine (Spring)
3. Promote CIU to students by having CIU brochures available, allowing a CIU recruiter to visit campus at least once a year, and by inviting CIU faculty to guest lecture/teach.
4. Work with the CIU Admissions Office to submit applications and admit qualified CIU-Vox students.
5. Work with the CIU Registrar's Office by providing the list of CIU-Vox students, classes, and grade submission in accordance with the timeline established by the CIU Registrar's Office.
6. Oversee faculty and staff so as to ensure they meet the criteria outlined by CIU in accordance with the accrediting bodies and the State of South Carolina. Vox anticipates this to include:
  - Background checks conducted in accordance with CIU policy (every three years) for working in a particular capacity at an educational institution.
  - Providing Title IX Training through CIU.
  - Ensure a qualified and credentialed instructor carrying out teaching and/or carrying out a significant portion of that teaching and giving oversight and direction to any portion not directly carried out by them.
  - Ensure that guest lecturers and outside speakers carry out learning modules and instruction fitting for a college-level experience and overseen by the credentialed teacher on record when used to augment the Vox learning experience.
  - Interact with CIU and its teaching resources to integrate and involve them when desired and appropriate. (For example, the continued opportunity for site visits and teaching modules carried out by Dr. David DeWitt, Dean of CIU's College of Arts and Sciences.)
7. Administer the Vox learning experience on behalf of CIU for students admitted into the program.

8. Participate in the exchange of appropriate teaching resources, sharing of best practices, and manpower when requested by CIU or deemed helpful by CIU.

**CIU Agrees to:**

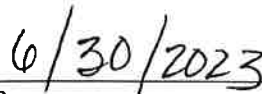
1. Promote Vox as an enrollment affiliate and function as an "extension" site of CIU (the terminology as directed by CIU) in accordance with the Admissions and Recruiting Office.
2. Provide CIU brochures and process all applications and materials as well as send CIU recruiter(s) to visit Vox at least once per year.
3. Waive the application fee for CIU-Vox students.
4. Provide training and other support to Vox staff as it pertains to all required processes in place concerning CIU.
5. Admit, enroll, register, and provide equivalent University credit to CIU-Vox students for the courses designated in accordance with the agreed upon number of credit hours and class catalog.
6. Handle billing (students are charged CIU's tuition rate, which will be \$13,350 per semester in 23-24). CIU will not charge the room and board amount since the students are at Vox.
7. Pay Vox its semester package price/student (currently \$9,750) as the student pays CIU.
  - a. Provide financial aid guidance and scholarship opportunity for years 2-4 equal to other CIU students through the CIU Financial Aid Office to determine eligibility for scholarship opportunities and federal financial aid (including Pell grants, student loans, and (if applicable at Vox) work-study funds).
  - b. CIU-Vox students who are SC residents also would potentially be eligible for the SC Tuition Grant, Life Scholarship, Hope Scholarship, and Palmetto Scholarship.
  - c. Non-SC-resident CIU-Vox students would not be eligible for state aid but would still be eligible for federal aid.
8. Provide all transition activities to students to integrate them into campus life for subsequent years at CIU.
9. Provide all necessary transcript and transfer support for those students choosing to continue their undergraduate education at a place other than CIU if they so choose.
10. Provide location approval as necessary.

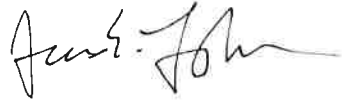
**Authorization**



Leahne Boone, Executive Director  
Vox

Date





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Dr. James E. Lanpher, Provost  
Columbia International University

7/10/2023

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Date