



**Statement of Principles**  
**Higher Education Alliance Program**  
**Enrollment Form**

## CAPELLE UNIVERSITY

Capella University (Minneapolis, MN), accredited by The Higher Learning Commission and a member of the North Central Association of Colleges and Schools (NCA), is pleased to extend an invitation to San Jacinto College on October 16, 2006 to participate in its Higher Education Alliance Program. Participation in the Higher Education Alliance Program offers a powerful, flexible, and economical way to deliver accredited, quality online education to your faculty, staff, and alumni.

### **Benefits include:**

1. Eligible San Jacinto College faculty, staff and alumni will receive a waiver of the application fee (\$75 value) and a 10% tuition discount on all Capella courses, excluding fees, beginning with the date of this enrollment form as long as you are a participant in the Higher Education Alliance Program. The tuition discount is not retroactive.
2. Capella will provide a welcome page specifically for San Jacinto College faculty, staff and alumni on the Capella website [www.capella.edu/sanjacintocollege](http://www.capella.edu/sanjacintocollege).
3. Capella will provide marketing assistance, literature and other information to (San Jacinto College to support its efforts in promoting continued education.
4. Capella will provide San Jacinto College updated degree and transfer materials for students and alumni.
5. When feasible, Capella will participate in San Jacinto College transfer fairs, alumni events and faculty/staff development opportunities.
6. Capella is willing to work with San Jacinto College to co-sponsor a cohort learning group, a team of faculty and/or staff on a degree track together (minimum level of participants is required).
7. Capella will provide an Alliance Manager as the primary contact for San Jacinto College to facilitate the Higher Education Alliance Program.
8. Capella will share information regarding the aggregate number of enrollments and courses taken by San Jacinto College faculty, staff and alumni on an annual basis.
9. San Jacinto College will be invited to various networking and roundtable events hosted by Capella and attended by local Higher Education Alliance Program participants.
10. Capella may make faculty members available for on-site, or web-based, presentations on such topical issues as online instructional design, educational leadership, professional development, etc.

### **Requirements include:**

1. San Jacinto College will list Capella as a online university provider.
2. San Jacinto College will build and maintain a link from its Intranet and/or Internet Web Site to the customized welcome page on the Capella website so that (Higher Education Institution) faculty, staff and alumni may click through to Capella for information, course registration, direct enrollment and financial aid.
3. San Jacinto College will work with Capella to develop a communication plan that communicates quarterly to faculty, staff and alumni the benefits and array of programs offered. (Communications may take a variety of forms including but not limited to messaging within an alumni publication, student newspaper, faculty newsletter, internet or intranet placement, and participation in a transfer event and/or faculty/staff development opportunity.)
4. San Jacinto College will provide Capella with an opportunity to review and approve all communication materials, including the link on (Higher Education Institution)'s Intranet site and/or internet site, in advance of any use of such materials.
5. San Jacinto College will distribute and/or make available updated degree and transfer information from Capella University to its students, alumni, faculty and staff.
6. San Jacinto College will assign a primary point of contact person to work with the Alliance Manager in order to effectively implement participation benefits to faculty, staff and alumni.
7. San Jacinto College will provide Capella with a technical contact to facilitate web links and internet access. (if applicable)
8. San Jacinto College agrees to explore case studies and joint presentation opportunities with Capella at conferences and trade shows.

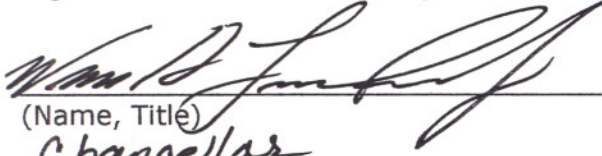
San Jacinto College and Capella may issue joint press releases and other announcements with prior approval from both parties.

*Participation in the Higher Education Alliance Program will be in effect for One year and automatically renewed thereafter as long as the obligations of the enrollment form are met by both parties. Please note that either party may terminate San Jacinto College's participation in the Higher Education Alliance Program with 90-days notice. Tuition and fee rates, admission criteria and academic and other requirements will be subject to the Capella University Catalog at the time of the learner's admission to Capella.*

*Faculty participation is subject to availability and may incur an expense.*

*Capella will establish a procedure to assist in identifying San Jacinto College faculty, staff and alumni by the time of application. However, it is ultimately the responsibility of the San Jacinto College) affiliated learner to identify themselves in order to receive the tuition discount and be considered a participant in the Higher Education Alliance Program. In the event the affiliated learner notifies Capella after they begin their coursework, the tuition discount will not be retroactive and their participation in the Higher Education Alliance Program will begin in the following academic quarter. Periodically, Capella University will verify the learner's continued relationship with the Alliance Member institution to determine eligibility of discount status. If the learner is no longer an employee or faculty member, their discount may be revoked on a go-forward basis.*

We look forward to working with you and adding value to your organization. If you choose to enroll in the Higher Education Alliance Program as described in this statement of principles, please sign below:

  
\_\_\_\_\_  
(Name, Title)  
Chancellor

9-13-07  
Date

  
\_\_\_\_\_  
Bill Young, Corporate Alliance Director

9/20/07  
Date

**\*Capella University's Accreditation**

Capella University is accredited by The Higher Learning Commission and a member of the North Central Association of Colleges and Schools (NCA), 30 N. LaSalle, Suite 2400, Chicago, IL 60602-2504, (312) 263-0456, [www.ncahigherlearningcommission.org](http://www.ncahigherlearningcommission.org). The Higher Learning Commission grants regional accreditation, the type most common for major public, state, and private universities.