

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made this 15th day of May, 2023, by and between Touro University California, through its College of Pharmacy Program ("Touro COP"), and City College of San Francisco.

RECITALS

- A. Touro COP is a pharmacy school offering graduate studies toward a Doctor of Pharmacy (PharmD) degree.
- B. City College of San Francisco is an institution of higher education offering associates degrees that is a recognized feeder of students who matriculate into Touro University California.
- C. By this MOU, students enrolled in City College of San Francisco shall be eligible to interview for the PharmD program at Touro COP on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants by each party to be kept and performed, it is agreed as follows:

Section 1 Touro COP and City College of San Francisco agree:

- 1.1 Touro COP shall offer interviews for the PharmD program for City College of San Francisco students, each academic year, who meet all of the following criteria:
 - 1.1.a) are enrolled in good standing in the City College of San Francisco's Pharmacy Technician Program. The Health Care Technology Department at City College of San Francisco will determine the criteria for students to be deemed in "good standing";
 - 1.1.b) can meet all admission requirements for the PharmD program at Touro COP (Exhibit A, unless otherwise revised by this MOU) before enrolling, if admitted.
 - 1.1.c) complete all application requirements and apply through PharmCAS by no later than April 1 of each application cycle.
- 1.2 City College of San Francisco students must:
 - 1.2.a) establish permanent US residency at the time of application to the PharmD program (see Exhibit A for details).
 - 1.2.b) earn minimum cumulative and science GPA's of 3.0 or better, on a 4.0 scale. City College of San Francisco students with cumulative and/or science GPA's between 2.75 and 2.99 may be considered under this agreement by written request from the college designee.
 - 1.2.c) have not been subject to substantial disciplinary proceedings, violated the City College of San Francisco honor code, or have otherwise demonstrated an unfit character for admission into the PharmD program, the study of pharmacy, or the provision of healthcare services. Touro COP will determine the criteria for substantial disciplinary proceedings in their sole and absolute discretion.
 - 1.2.d) comply with all other requirements set forth in this MOU.

Section 2 City College of San Francisco Will:

- 2.1 Pursuant to the terms of this MOU, recommend for consideration for the PharmD program only those candidates who can reasonably expect to fulfill all of the qualified student requirements.
- 2.2 Provide recognition of the Touro COP program in the [insert specific division name(s) here] advising and marketing materials. City College of San Francisco will confer with Touro COP as to

the manner, means, and method for distributing and posting the advising and marketing materials. All proper permissions must be obtained by City College of San Francisco before distributing or posting said materials. Touro COP designates the Associate Vice President of University Advancement as the individual to coordinate all advising and marketing activity. Any such permission must be obtained by City College of San Francisco at least ten (10) business days in advance of any posting or distribution of advising or marketing materials.

- 2.3 Provide access to student groups covered by this MOU to:
 - 2.3.a) Introduce the profession of pharmacy
 - 2.3.b) promoting this agreement and the Touro COP. Duration, timing, and format of these presentations are provided in Exhibit B.
- 2.4 Inform each candidate that they must meet the minimum academic, health and technical standards that are required for interview and admission into the Touro COP program as listed on PharmCAS and Touro University California., Office of Admission website, unless otherwise revised as part of this agreement; comply with any medical or health-related information, immunizations, technical requirements, background checks, and other standards for admission to Touro COP.
- 2.5 Provide the TUC Office of Admissions with the names of up to five (5) students who will be applying under this agreement.

Section 3 Touro University California. College of Pharmacy Will:

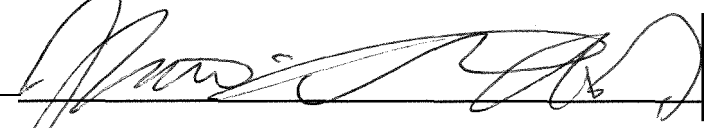
- 3.1 Provide faculty for presentations to student groups covered by this MOU, in accordance with the schedule and format specified in section 2.3 above.
- 3.2 Extend an invitation to City College of San Francisco students to attend the annual Pre-Pharmacy Boot camp, to be conducted each Summer.
- 3.3 Hold up to five (5) seats in reserve from each entering class for City College of San Francisco students who submit complete applications through PharmCAS by the date specified in section 1.1.C.
- 3.4 On a space available basis, additional candidates may be considered at the sole discretion of the Touro COP.
- 3.5 Upon request, schedule a group interview preparation session for City College of San Francisco students with the Touro COP Recruiter and Outreach Specialist.
- 3.6 Designate the Touro University California. Director of Admissions or their designee, to serve as a liaison between City College of San Francisco and the Touro COP program, and to serve as the person to coordinate the programs with respect to the interview requirements.
- 3.7 Provide City College of San Francisco with current copies of or access to the Touro COP's pre-requisites, informational materials, catalog, student handbook, application procedure, and any other materials relevant to the Touro COP program, for distribution to potential applicants to the Touro COP program as a reference source for advising.
- 3.8 Upon request, inform City College of San Francisco administration as to the number and status of applicants to the Touro COP program pursuant to this MOU.

Section 4 General Provisions

- 4.1 Neither Touro COP nor City College of San Francisco shall unlawfully discriminate against any candidate on the basis of race, religion, gender, sexual orientation, ethnicity, color, disability, age, national origin or any other protected class.
- 4.2 Touro COP and City College of San Francisco acknowledge that interviews do not guarantee admission into the PharmD program.
- 4.3 Touro COP and City College of San Francisco acknowledge that candidates are not obliged to accept offers of admission.
- 4.4 This MOU and the parties' programs shall be reviewed periodically by Touro COP and City College of San Francisco to evaluate the programs and policies, discuss any related problems, and make any necessary revisions to this MOU.

- 4.5 Touro COP and City College of San Francisco shall inform one another of the following changes: changes in the academic curriculum, changes in availability of learning opportunities, and personnel changes that will adversely affect either academic preparation or clinical teaching of students.
- 4.6 Nothing in this MOU or the programs shall be construed as transferring financial responsibility from one party to another. Tuition and fees will be paid to and collected by the institution the candidate is actually attending. Each party shall pay its own costs associated with this MOU. This MOU shall be effective upon its execution and shall continue for two (2) years and will automatically renew for successive two (2) year periods thereafter, unless this MOU is terminated under Sections 4.8 or 4.9.
- 4.7 Notwithstanding any contrary provision contained in this MOU or any other document, either party may terminate this MOU, without cause, upon thirty (30) days' written notice to the other party, provided, however, that students then qualifying via this MOU shall be permitted to interview notwithstanding such termination. Any termination will apply prospectively. In the event of termination, the parties shall cooperate in the winding-down process, including the execution, removal, and delivery of all documents or materials necessary or required in connection therewith, including but not limited to documents or materials relating to internet publications and material signage.
- 4.8 Either party may terminate this MOU for cause, and such termination shall be effective in the event the non-breaching party fails or refuses to cure any claimed breach within ten (10) business days of receipt of written notice. Students then qualified via this MOU shall be permitted to interview notwithstanding such termination. Any termination will apply prospectively. In the event of termination, the parties shall cooperate in the winding-down process, including the execution, removal, and delivery of all documents or materials necessary or required in connection therewith, including but not limited to documents or materials relating to internet publications and material signage.
- 4.9 The laws of the State of California shall govern the validity and the interpretation of this MOU. Any and all disputes arising out of or relating to this Agreement shall be settled through expedited binding arbitration before a single arbitrator (who shall be an attorney knowledgeable about matters relating to this Agreement) and shall be conducted at and by the American Arbitration Association ("AAA") or its successor in accordance with its rules and procedures in the offices of Touro COP. The arbitrator shall be vested with determining all matters surrounding this Agreement. The costs of such arbitration shall be borne equally by the parties with each party bearing its own attorneys' fees and any costs associated with presenting its proof. Judgment upon the award shall be final and binding on the parties and may be entered in any court of competent jurisdiction.
- 4.10 The parties agree and covenant that, with respect to any claim or action arising out of this MOU, or the Programs, each party shall be liable only for payment of that portion of any and all liability, expenses, costs, demands, settlements, or judgments resulting from the negligence, actions, or omissions of its own employees, officers, or agents.
- 4.11 This MOU constitutes the entire understanding between the parties with regard to all matters referred to herein and supersedes all previous agreements, whether written or oral. No party to this MOU shall assign its rights or delegate its duties to any other person or entity. Each Party shall have the right to enter into similar agreements with other parties.

IN WITNESS WHEREOF, the undersigned have executed this MOU under seal as of the day and year first above written. This MOU may be signed in counterpart.

By: (L.S.) 

Name: James Scott, PharmD Title: Dean, Touro-University California College of Pharmacy

By: (L.S.) **Geisce Ly**

Name: Geisce Ly, Ph.D Title: Vice Chancellor of Academic and Institutional Affairs

Exhibit A

ADMISSIONS REQUIREMENTS [HTTP://ADMISSIONS.TU.EDU/COP/REQUIREMENTS.HTML](http://admissions.tu.edu/cop/requirements.html) (March 2022)

Citizenship Requirement

Individuals who have met all application requirements and permanently reside in the United States at the time of application, inclusive of DACA recipients, are permitted to apply and matriculate at Touro University California. Currently, TUC does not accept international students.

Eligibility for Federal Financial Aid is limited to US Citizens and US Permanent Residents. Candidates applying without US Citizenship or Permanent Residency are strongly encouraged to explore financing options before proceeding with the application process. Additional information may be viewed by visiting the Eligibility Requirements section of the Financial Aid website.

Minimum Academic Requirements

The Touro University California College of Pharmacy screens for interview eligibility based off the primary (PharmCAS) application and letters of recommendation. Minimum Science and Cumulative GPA's of 2.75 are required. In cases where either the cumulative or science GPA's fall below 2.75, the Admissions Committee may conduct a secondary review focusing on the most recent 30 units comprised of Chemistry, Biology, and other Physical Sciences coursework.

A Bachelor's degree is not required. Including the course requirements listed below, candidates must complete a minimum of 72 semester units or 108 quarter units of degree applicable coursework.

The PCAT is not required.

Throughout the application process, candidates are evaluated based upon a variety of criteria, including the following:

- Academic Competence Personal/Professional Achievements
- Demonstrated Leadership Skills
- Written Communication Skills
- Verbal Communication Skills
- Exposure to/Experience in Pharmacy

Minimum Course Requirements

Candidates for admission to the College of Pharmacy are required to complete the following coursework with a grade of "C" or better:

- Chemistry Option 1 (Must satisfy Option 1 or Option 2)
 - o General Chemistry - 8 semester units or 12 quarter units, with lab
 - o Organic Chemistry - 8 semester units or 12 quarter units, with lab (may substitute 4 semester units of Biochemistry for 4 semester units of Organic Chemistry)
- Chemistry Option 2 (Must satisfy Option 1 or Option 2)
 - o General Chemistry - 4 semester units or 6 quarter units, with lab

- o Organic Chemistry - 8 semester units or 12 quarter units, with lab Biochemistry - 4 semester units or 6 quarter units, with lab
- Human Physiology - 3 semester units or 5 quarter units, lab not required Microbiology - 4 semester units or 5 quarter units with lab
- Calculus - 3 semester units or 5 quarter units

All required coursework must be completed prior to the start of classes. Candidates missing required coursework at the time of application may be permitted to proceed provisionally in the application process, provided they meet all other requirements. Candidates are informed of this provisional status via email sent with the invitation to interview.

Letters of Recommendation

Only one letter of recommendation is required. This letter may be from any source, excluding family members. To the best of their knowledge, letter writers should address those personal traits and accomplishments which demonstrate your ability to succeed in professional school.

If you do not submit the required letter of recommendation with your PharmCAS application or you wish to submit additional letters of recommendation, letters may be submitted via one of the methods provided below. Please note, however, that submitting letters outside of the PharmCAS application will delay your ability to interview for our program. Please make certain that your letter writer includes your full name and your PharmCAS ID.

- Letters may be emailed directly from the letter writer to Ms. Jodi Rodgers (jrodders2@touro.edu). This is the preferred method of submitting letters of recommendation after initial submission of your PharmCAS application.
- Letters may be mailed, via US Mail, to Touro University California, Attn: Pharmacy Admissions, 1310 Club Drive, Vallejo, CA 94592. Letters must be mailed directly from the letter writer.
- Letters may be submitted via PharmCAS after your application has been verified, but you must provide us with the name of your letter writer and the date when the letter was submitted. If you do not provide this information, we will not be able to download your letter.

Be sure to submit all application materials prior to their respective deadlines! Letters of recommendation are used for admissions purposes only and do not become part of the official academic record.

Additional Requirement for Graduate of Foreign Institutions

The Touro University - California College of Pharmacy considers applications from graduates of foreign institutions. The College does not, however, evaluate foreign transcripts. Transcripts and coursework from foreign institutions must be evaluated by World Education Services (WES).

Evaluations must be sent directly to PharmCAS and must indicate that the foreign degree should be considered equivalent to a Bachelor's degree from a regionally accredited US institution.

Advanced Placement (AP) Credit

Touro University - California accepts advanced placement credit as long as such credit appears on the undergraduate transcript and indicates either specific subject credit (e.g. General Chemistry - 4 units) or specific course credit (e.g. Chem 101 - 4 units). General advanced placement credit without such specifications is not accepted.

Signature:  _____
Gene Ly (May 10, 2023 08:29 PDT)

Email: gly@ccsf.edu