UNIVERSITY OF HAWAI'I
MEMORANDUM OF AGREEMENT

Certificate in Applied Forensic Anthropology
Jointly Offered by Leeward Community College and
University of Hawai'i-West O'ahu

The purpose of this Agreement is to facilitate the movement of students in the Certificate in Applied Forensic Anthropology (CAFA) program, jointly offered by Leeward Community College (LCC) and University of Hawai'i-West O'ahu. Students in good standing in this CAFA program at either campus are eligible to move between both campuses for required and recommended courses.

Requirements for 7-8 LCC credits and for 22 UHWO credits for the CAFA program are provided as attachments and form the basis of this agreement. Other strongly recommended courses are also included. Students interested in pursuing this program should complete the requirements at both campuses. Most courses in the program are not formally sequenced. Only one UHWO course has a prerequisite; otherwise, students are permitted to take required and strongly recommended courses at both campuses in any order, and even simultaneously.

Under the terms of this Agreement, the University of Hawai'i-West O'ahu agrees to:
*Identify a Student Affairs advisor(s) at UHWO who will partner with LCCs advisor(s) to ensure timely and accurate advising information on pre-admission, admission, certificate requirements, and other related advising information.
*Identify a UHWO faculty member who will serve as the faculty advisor to students in the CAFA program.
*Meet with LCC faculty and/or administration on an annual, or as needed, basis to discuss potential and planned curricular changes which may require revisions to this agreement.

*Require LCC students enrolled in the CAFA program to apply for admission to UHWO as a classified degree seeking student only once.

*Allow students enrolled at both campuses to receive full financial aid from their home campus, based on total credits undertaken at both institutions during a semester.

Under the terms of this Agreement, Leeward Community College agrees to:

*Identify a counselor/advisor at LCC who will partner with UHWO advisor(s) to ensure timely and accurate advising information on pre-admission, admission, degree requirements, and other relevant advising information.

*Identify a LCC faculty member who will serve as the faculty advisor to students in the CAFA program and consult with UHWOs admissions personnel on an as needed basis.

*Meet with UHWO faculty and/or administration on an annual, or as needed, basis to discuss potential or planned curricular changes which may require revisions to this agreement.

*Advise incoming CAFA students on UHWOs CAFA requirements.

*Advise LCC students enrolled in the CAFA program that they will need to apply for admission to UHWO only once, and that they will be automatically granted readmission even after an interruption in enrollment.

*Allow students enrolled at both campuses to receive full financial aid from their home campus, based on total credits undertaken at both institutions during a semester.

In order to facilitate the movement of students between LCC and UHWO, LCC agrees to identify CAFA students who have had an interruption in enrollment, and are pursuing this program by submitting a letter signed by either the Anthropology faculty advisor or a designated counselor to the UHWO Student Affairs Office, Attn: Registrar.

This Memorandum of Agreement (MOA) is effective beginning Fall 2016. Students transferring into the CAFA program at UH West O‘ahu, beginning Fall 2016 or later, will be required to follow the requirements as identified in this Agreement.. The terms of this agreement will be subject to review every two years and are due for renewal next in Fall 2021. This Agreement may be continued, revised, or discontinued with the consent of both parties. If both parties consent to the termination of this agreement, Leeward Community College students who have
entered the program by Fall 2021 will have the option of transferring to University of Hawai‘i – West O‘ahu to fulfill the Certificate in Applied Forensic Anthropology program.

Approvals

**University of Hawai‘i—West O‘ahu**

Doris Ching, Interim Chancellor

Jeffrey Moniz, Vice Chancellor for Academic Affairs

Jennifer Byrnes
Assistant Professor of Anthropology

**Leeward Community College**

Manuel J. Cabral, Chancellor

Della Teraoka, Interim Vice Chancellor for Academic Affairs

Weirong Cai
Associate Professor of Anthropology

Date of Agreement: **AUG 12 2016**

Effective Date of Agreement: **Fall 2016**

Original: 09.29.10
Revised: 07.27.16
UNIVERSITY OF HAWAI'I-WEST O'AHU
Certificate in Applied Forensic Anthropology
Jointly Offered with Leeward Community College
Course Requirements

Required Courses (22 upper-division credits, including a practicum at a relevant agency)

ANTH 381 Archaeological Field Techniques (3 credits)
ANTH 384 Human Skeletal Biology (3 credits) + Lab (1 credit)
ANTH 415 Human Ecological Adaptation (3 credits)
ANTH 458 Forensic Anthropology (3 credits)
ANTH 460 Advanced Techniques in Forensic Anthropology (3 credits) (prereq.
ANTH 384 + Lab or instructors consent)
PUBA 309 Criminal Law and Procedures (3 credits)
SSCI/PUBA 490 Practicum (3 credits)

Other Recommended Courses (12 upper-division credits)

ANTH 383 Museum Studies (3 credits)
SSCI 210 Statistical Analysis I (3 credits)
SSCI 317 Fieldwork and Qualitative Methods (3 credits)
PUBA 410 Issues in Criminal Investigations (3 credits)
LEEWARD COMMUNITY COLLEGE
Certificate in Applied Forensic Anthropology
Jointly Offered with University of Hawai‘i-West O‘ahu
Course Requirements

Required Courses (7-8 lower-division credits)

ANTH 215 Biological Anthropology (3 credits) + Lab (1 credit)
BIOL 100 Human Biology (3 credits) OR
BIOL 101 Biology for Non-Majors (3 credits) + Lab (1 credit) OR
BIOL 171 Introduction to Biology (3 credits) + Lab (1 credit) (BIOL 171 + L is strongly preferred)

If your career objective is in Forensic Anthropology, Forensic Science, or in another related field, then we strongly recommend you take:

ZOOL 141 Human Anatomy and Physiology I (3 credits) + Lab (1 credit)
ZOOL 142 Human Anatomy and Physiology II (3 credits) + Lab (1 credit)

If your career objective is in the wider field of Forensic Science, then we strongly recommend you also take:

CHEM 161 General Chemistry I (3 credits) + Lab (1 credit) (prereq. MATH 103 College Algebra)
CHEM 162 General Chemistry II (3 credits) + Lab (1 credit) (prereq. CHEM 161, CHEM 161L, MATH 135 Pre-Calculus: Elementary Functions)
CHEM 272 Organic Chemistry I (3 credits) + Lab (2 credits) (prereq. CHEM 162 or CHEM 162B)
CHEM 273 Organic Chemistry II (3 credits) + Lab (1 credit) (prereq. CHEM 272 or CHEM 272B)
MATH 205 Calculus I (4 credits) (prereq. MATH 140 or MATH 140X or qualified placement test score)
PHYS 151 College Physics I (3 credits) + Lab (1 credit)
PHYS 152 College Physics II (3 credits) + Lab (1 credit)