UNIVERSITY OF HAWAI’I
MEMORANDUM OF AGREEMENT

Certificate in Applied Forensic Anthropology
Jointly Offered by Leeward Community College and
University of Hawaiʻi-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 Hawaiʻi-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 11-12 LCC credits and for 18 UHWO credits for the CAFA program are provided as attachments and form the basis of this agreement. Other 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 an LCC prerequisite; otherwise, students are permitted to take required and recommended courses at both campuses in any order, and even simultaneously.

Under the terms of this Agreement, the University of Hawaiʻi-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 only once, and to 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.
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 are pursuing this program by submitting a letter signed by either a faculty advisor or counselor to the UHWO Student Affairs Office, Attn: Registrar.

This Memorandum of Agreement will remain in effect until Spring 2015. The terms of this agreement will be subject to annual review and renewal in Spring 2015 and 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 Spring 2015 will have the option of transferring to University of Hawai‘i – West O‘ahu to fulfill the Certificate in Applied Forensic Anthropology program.

Date of Agreement: September 29, 2010

Effective Date of Agreement: Fall 2010
UNIVERSITY OF HAWAI‘I-WEST O‘AHU
Certificate in Applied Forensic Anthropology
Jointly Offered with University of Hawai‘i-West O‘ahu
Course Requirements

Required Courses (18 upper division credits, including a practicum at a relevant agency)

ANTH 380 (alpha) Field Archaeology (3 credits)
ANTH 415 Human Ecological Adaptation (3 credits)
ANTH 459 Forensic Investigations (3 credits)
ANTH 460 Advanced Techniques in Forensic Anthropology (3 credits)
PUBA 309 Criminal Law and Procedures (3 credits)
SSCI 490 Practicum or 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 Investigation (3 credits)
LEEWARD COMMUNITY COLLEGE  
Certificate in Applied Forensic Anthropology  
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Course Requirements

**Required Courses (11-12 lower-division credits)**

ANTH 215/L Physical Anthropology + Lab (4 credits)  
ANTH 297/L Human Skeletal Biology + Lab (4 credits)  
BIOL 100 Human Biology (3 credits) **OR**  
BIOL 101 Biology for Non-Majors (3 credits) **OR**  
BIOL 171/L Introduction to Biology + Lab (4 credits) (BIOL 171 + L is strongly preferred)

**Other Recommended Courses (8 lower-division credits)**

ZOOL 240 and 241 Human Anatomy and Physiology (4 credits each)

(Note: Other LCC lower-division courses in Chemistry (4 courses), Physics (2 courses), and Calculus (2 courses) can be recommended, especially for students who wish to pursue advanced education in the wider field of Forensic Science)