

Memorandum of Understanding (MOU)  
Between Marywood University and Children's Service Center  
Master of Social Work

This Memorandum of Understanding (MOU) outlines an agreement dated this 7/1 of 2023, between Marywood University ("Marywood") located at 2300 Adams Avenue, Scranton, PA 18509, a nonprofit, religious, and educational organization and Children's Service Center ("Center"), located at 335 South Franklin Street, Wilkes-Barre, PA 18702, a mental health care system. The MOU outlines the understanding regarding special consideration for employees of the Center enrolling in any of the University's degree-granting academic programs.

TERM

The term of this agreement will be for three (3) years, commencing 2023 and ending 2026. The terms of this agreement will continue for up to two additional years for students who enter the program during the term of the agreement, to give them time for completion of the degree.

MARYWOOD OBLIGATIONS

1. Marywood is a private university, accredited by Middle States Commission on Higher Education (MSCHE), which is qualified to provide higher education degree programs from Bachelor to Doctorate. Marywood has interest in cooperating with the Center to offer special pricing for all degree programs.
2. Marywood University admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs. Further, no employee of the Center will receive special consideration during the application or any other admission process.
3. The Center employees will be granted a 25% discount per credit awarded by Marywood University. It is understood that the Center will also pay for at least 25% of each credit. The employee would be financially responsible for the remaining 50%. Rates and discounts are subject to the term in which they are registering
4. All regular fees associated with enrollment at Marywood will apply to students.

EMPLOYEE OBLIGATIONS

1. Students who wish to receive benefits must complete the Employment Verification Form for Tuition Discounts by the add/drop date of the term they are applying for — usually two weeks

into the semester, on an annual basis. This form is available at <https://www.marywood.edu/affordability/tuition/>

2. In exchange for these benefits, Center administrators agree to promote this program within their organization and provide ample opportunity for representatives from Marywood University to interact and potentially recruit interested employees.

3. Employees must pay the balance owed each academic term by the due date for that term, unless the verification of employment form notes that the Center reimburses following the completion of the semester. In this case, all balances net of employer reimbursements are due following normal tuition/fee due dates.

4. Employees are responsible for understanding the financial responsibility they are incurring to the University if they should not complete the course.


**MARYWOOD UNIVERSITY**

  
Signature

William McDonald

Vice President for Finance & Administration

Date: 7/10/2023

  
Signature

Name (print): Michael P. Hopkins

Title: President | CEO

Date: 7/10/23