

# Reverse Transfer Agreement Associate Degree Initiative

## Northwestern Michigan College and Ferris State University

The purpose of this agreement is to facilitate the implementation of a new initiative to assist students who have transferred to Ferris State University (FSU) to complete an associate's degree at Northwestern Michigan College (NMC). The initiative applies to NMC students who have completed at least 45 credits at NMC but who transferred to FSU before earning an associate's degree. The signatories to this Agreement commit to work collaboratively to enable qualified students to obtain an associate's degree.

The signatories to this Agreement agree to:

1. Appoint a contact person and liaison for the initiative.
2. Share student information and ensure it is done in a manner that is in compliance with FERPA guidelines.
3. Develop a method to track the success of the initiative and share results on an annual basis.
4. Follow parameters of the law and regional accrediting agencies.
5. Develop and document the system, processes, communication and timeline supporting the initiative.
6. Explore opportunities to leverage existing technology in an effort to create an effective, efficient and seamless process.
7. Outline student communication, procedures and advisement assistance to complete degree requirements.
8. Communication will be ongoing to finalize, approve, and monitor the agreement.

Signatures:

_____ David L. Eisler, DMA, President Ferris State University	4/5/13 _____ Date
_____ Timothy J. Nelson, President Northwestern Michigan College	4/5/2013 _____ Date