

**CONSORTIUM AGREEMENT  
REVERSE TRANSFER ASSOCIATE DEGREE INITIATIVE**

*between*

**FERRIS STATE UNIVERSITY**

*and*

**WASHTENAW COMMUNITY COLLEGE**



Ferris State University (FSU) and Washtenaw Community College (WCC) share a long history of working together to improve programs and services to students who transfer between the two institutions. Building on this successful relationship and the many agreements already in place between the two colleges, FSU and WCC agree to collaborate to assist student who have earned at least 45 credits at WCC, but enrolled at FSU before completing their associate's degree and are in good standing.

Both institutions agree that students who begin their studies at WCC and then transfer to EMU should be able to transfer at a time that is most appropriate for their individual circumstances and also be able to earn both an associate's and a bachelor's degree.

To fulfill this agreement, FSU and WCC agree to:

1. appoint a contact person and liaison for the initiative,
2. develop a process to identify students who have transferred to FSU without completing an associate degree and meet specified criteria,
3. share student information as needed in a manner that complies with state and federal regulations,
4. collaborate to inform students of this opportunity and to provide advising and support to students who want to participate,
5. develop a process and timeline for implementing the initiative,
6. meet regularly to provide feedback on the progress and success of the initiative,
7. and explore opportunities to improve and expand the program through new technology and innovative methods and activities.

The following attachment provides additional detail for implementation of the agreement:

**Attachment 1:** A set of criteria and process for selecting students who might benefit from the agreement.

**Signatures**

Ferris State University and Washtenaw Community College agree to the terms of this agreement which will take effect immediately upon signing by both parties. The agreement will remain in effect unless terminated by one of the parties by giving ninety days written notice to the other party. If the agreement is terminated, students who have already received a notification will be accommodated.

**AGREED TO THIS 23<sup>RD</sup> DAY OF JULY, 2013**

Ferris State University  
1201 S. State Street  
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July 23, 2013

David Eisler, DMA  
President

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July 23, 2013

Rose B. Bellanca, Ed.D.  
President

## **Attachment 1**

### **Reverse Transfer Agreement Process**

Ferris State University and Washtenaw Community College agree to the following process for identifying and informing students of the opportunity to earn an associate degree through reverse transfer:

- FSU will create a list of current WCC students who have transferred to FSU without obtaining an associate degree and send the list along with the student's FSU transcript to WCC.
- To allow for matching with records at WCC, each record will include FSU student ID number, WCC student ID number, student's full legal name, address including city/state/zip, country of citizenship, phone number, e-mail address and last semester and year that they were enrolled at WCC.
- The list will be delivered to WCC's Registrar's Office as a spreadsheet or text file along with the student's transcripts.
- WCC will send an email notification of the opportunity and simplified procedure for applying for a degree.
- FSU will waive the transcript fee for students using this process.
- WCC will provide annual feedback to FSU on students who obtain a degree through this agreement.

### **Timeline**

FSU will provide a list of identified students and student transcripts to WCC at the end of each FSU At the end of each fall and spring semester. WCC may request additional lists and transcripts throughout the year as needed.