

Agreement for Reverse Transfer of Credit
Between
Southwestern College
and
Cowley College

Introduction

This agreement formally recognizes that Southwestern College and Cowley College are both active educational partners in providing educational opportunities for currently enrolled and potential students of our institutions. This agreement allows Southwestern College Main Campus and Cowley College to form a partnership to better serve adult learners through increasing access to higher education and to preparation for the workforce. This partnership acknowledges that collective efforts are stronger than individual efforts to achieve this goal. Agreement to this partnership permits both institutions to facilitate an adult learner's ability to transfer into an undergraduate degree program and transfer credits back to Cowley College without jeopardizing the intended mission and stated goals of either institution.

Purpose

This Reverse Transfer agreement establishes policies and procedures to allow students to transfer course work from Southwestern College to Cowley College to complete an associate's degree. Southwestern College will honor the input from Cowley College so that the most efficient transfer possible may be achieved for the student.

This agreement will allow students who earned college credits that could be applied towards an Associate of Arts or Associate of Science degree from Cowley College to complete requirements for an associate's degree while taking classes at Southwestern College. This agreement allows students to transfer credits from Southwestern College to Cowley College to meet requirements for an Associate of Arts or Associate of Science degree at Cowley College. Upon successful completion of the necessary Cowley College credits from Southwestern College Professional Studies, the learner will be awarded an associate's degree from Cowley College while still taking classes with Southwestern College.

Transfer Elements

For learners to qualify for this agreement, they must meet the following criteria:

- Have earned at least 18 credit hours from Cowley College.
- Have earned at least the last 30 credit hours from Southwestern College.
- Transferred to Southwestern College with Cowley College as the last school attended.
- Have a minimum of a 2.0 GPA and be in good standing at Cowley College and Southwestern College.

Learners wishing to receive an associate's degree from Cowley College will submit a completed Program of Study form and a transcript release form to the Southwestern College Registrar. The Southwestern College Registrar will send the learner's academic record to the appropriate Cowley College department for evaluation. Upon successful completion of the associate's degree requirements, Cowley College will award an associate's degree to the learner. Cowley College will submit an updated transcript indicating the award of the associate's degree to SC.

Longevity of Agreement

This agreement will be in effect for three years from the date of administrative endorsement, below. Renewal of agreement with appropriate content changes will be discussed at the end of this time period. Renewal of this agreement requires the written consent of both Southwestern College and Cowley College. Transfer literature will be updated on an annual basis.

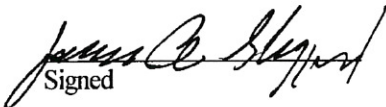
This agreement may be terminated by either party with a written ninety day notice. A breach of this agreement can result in immediate termination of the agreement. A breach could include, but is not limited to, a violation of the policies and rules of either institution and/or a non-performance of the institution's obligations under the agreement. If the agreement is terminated during an academic term, students will be allowed to complete their course work under this agreement.

Southwestern College and Cowley College certify that they are currently accredited by regional or national accrediting bodies recognized by the U.S. Department of Education. Southwestern College and Cowley College agree to notify each other of any adverse changes in their accreditation status.

No financial implications concerning the transfer or exchange of cash, equipment, or real estate is intended or implied by this agreement. Southwestern College and Cowley College are separate and independent institutions of higher education and intend to remain so. The administrators of Southwestern College and Cowley College are authorized to prepare and implement plans of action and procedures necessary to effect this agreement.

Southwestern College

Cowley College


Signed


Signed

Academic Vice President
Title

VICE PRESIDENT OF ACADEMICS
Title

4/17/12
Date

4/17/12
Date