REVERSE TRANSFER AGREEMENT
BETWEEN
The Junior College District of Metropolitan Kansas City, Missouri
aka Metropolitan Community College
and
The University of Kansas

Article I
Agreement on Principle

The Junior College District of Metropolitan Kansas City, Missouri aka Metropolitan Community College [MCCKC] and the University of Kansas [KU] agree that students choosing to transfer from MCCKC to KU to earn a bachelor’s degree should be provided with an opportunity to transfer credits back to MCCKC to earn an associate degree from MCCKC. Therefore, MCCKC and KU agree to enter into this Reverse Transfer Agreement [Agreement] for students who attend MCCKC and transfer to KU. Both institutions enter into this Agreement as cooperating, equal partners who shall maintain the integrity of their separate programs.

Article II
Agreement on Reverse Transfer Specifics

Metropolitan Community College and the University of Kansas agree to the following:

1. This Agreement will allow eligible students to transfer credits to MCCKC for the purpose of completing an associate degree at MCCKC.
2. Students transferring to KU from MCCKC will be eligible to participate in this Agreement if they:
   a. Previously attended MCCKC or are currently enrolled at MCCKC, and
   b. Have met MCCKC’s residence credit requirement.
3. KU will notify each student who transfers from MCCKC to KU of the existence of this Agreement. Such notification will occur at the time of admission.
4. Students interested in the reverse transfer of credits must request of KU that an official transcript be sent to MCCKC. All transfer student information will comply with the Family Educational Rights and Privacy Act [FERPA], 20 U.S.C. §1232g.
5. Upon receiving an official transcript from KU, MCCKC will evaluate the KU courses for transfer and conduct a degree audit to determine whether the student has fulfilled all of the requirements for an associate degree. Receipt of an official KU transcript by MCCKC does not guarantee that an associate degree will be granted. The granting of a degree is at the discretion of MCCKC and subject to MCCKC’s degree and residency requirements. MCCKC will be responsible for advising students regarding fulfillment of associate degree requirements.
6. Although courses taken at KU may fulfill requirements for an associate degree at MCCKC, KU courses should apply to a student’s KU degree, especially when the student is a federal student aid recipient or a KU scholarship recipient.
7. Separate academic records will be maintained at each institution. Access to academic records is determined by the individual institution (KU and MCCKC) and is in complete compliance with FERPA, 20 U.S.C. §1232g.

8. KU agrees to promote the purpose of completing the associate degree to all eligible students in its admission materials.

9. Each institution will appoint an employee who will serve as the point of contact for administration of the Agreement.

10. The Agreement shall be governed by the policies of the Kansas Board of Regents, all Federal regulations, and shall not be an exclusive relationship between the parties.

Article III
Agreement on Communication

Metropolitan Community College and the University of Kansas agree to cooperate in communicating with each other and with their common and respective publics concerning this Agreement between the two institutions. Communication may include the development of various kinds of publications to inform those who might benefit personally or professionally from the opportunities provided by this Agreement. Both institutions will share the information in this Agreement with interested and qualified students.

Article IV
Maintenance and Review Procedures

At least one administrative or faculty member from each institution will be appointed to act as agents for the implementation of this Agreement, to speak for the institutions and to communicate changes to respective faculty members, advisors, counselors, and others to whom the information is pertinent. Responsibility for oversight of this Agreement rests with Fran Padow, Director of Educational Services at Metropolitan Community College and Sara Rosen, Senior Vice Provost for Academic Affairs at the University of Kansas. Both parties agree to communicate annually any changes in their respective programs that may affect this Agreement.

Article V
Term

The term of this Agreement shall be for an initial period of three (3) years, commencing August 1, 2013 and ending July 31, 2016. At least one hundred eighty (180) days prior to the end date of this Agreement, both parties will review the Agreement for revision and possible renewal.
Article VI
Miscellaneous

Each party to this Agreement hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or otherwise be subjected to discrimination in the performance of the Agreement on the ground of disability, age, race, color, religion, sex, or national origin.

Each party agrees to indemnify the other against any acts of negligence by the other parties. Nothing in this Agreement, however, will be construed as a waiver of any statutory limits of liability available to either party under applicable state governmental immunities law.

Any written notices required under this Agreement should be directed to the parties at the following addresses, which may be updated in writing from time to time:

**MCCKC / Legal:**
Metropolitan Community College
Attention: Chief of Staff to the Chancellor
3200 Broadway
Kansas City, Missouri 64111

**MCCKC / All Other:**
Metropolitan Community College
Attention: Fran Padow, Director of Educational Services
3200 Broadway
Kansas City, Missouri 64111

**KU:**
The University of Kansas
Attention: Sara Rosen, Senior Vice Provost for Academic Affairs
1450 Jayhawk Blvd.
Lawrence, Kansas 66045

This Agreement may be executed in counterparts, which together constitute one and the same Agreement. If a party sends a signed copy of this Agreement via digital transmission, such party will, upon request by the other party, provide an originally signed copy of this Agreement.

This Agreement is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the Agreement. The Agreement supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.
In Witness Whereof, the parties have caused this Agreement to be executed in duplicate originals and do each hereby warrant and represent that their respective signatory whose signature appears below has been fully authorized by all necessary and appropriate actions to execute this Agreement.

Junior College District of Metropolitan Kansas City, Missouri aka Metropolitan Community College

Mark S. James, Chancellor  

The University of Kansas

Jeffrey S. Vitter, Provost and Executive Vice Chancellor  

Date