



WESTMINSTER
COLLEGE

Metropolitan Community Colleges / Westminster College Transfer Articulation Agreement

This Transfer Articulation Agreement (Agreement) is by and between the Junior College District of Metropolitan Kansas City, Missouri aka Metropolitan Community Colleges (MCC) a public community college district and political subdivision of the State of Missouri having a principal address at 3200 Broadway, Kansas City, Missouri 64111, and Westminster College (Westminster) having a principal address at 501 Westminster Avenue, Fulton, Missouri 65251. It is the purpose of this Agreement to facilitate student transfer from MCC to Westminster.

General Provisions

The following information outlines the formal Agreement between MCC and Westminster College. By this Agreement, these two institutions have identified the following common goals:

- To share a commitment to increasing opportunities for student access to and success in higher education;
- To assist prospective transfer students at MCC to progress toward their baccalaureate degree goals at Westminster;
- To enable MCC students to follow a course of study that allows them to begin appropriate upper division course work immediately upon transfer to Westminster;
- To minimize barriers to transfer and to increase the number of students who successfully complete the baccalaureate degree;
- To assure MCC students that if they follow the terms of this Agreement, they are guaranteed admission to Westminster;
- To facilitate cooperation between the student success and advising offices and the transfer centers at their respective institutions;
- To assist students in making a seamless transfer from the associate to the baccalaureate degree by clarifying transfer policies and procedures.

Terms of Agreement

This Agreement becomes effective upon the signature of the parties for beginning the transfer of students in the Spring, 2014 semester and remains in force unless changed in writing by mutual agreement of both parties. Either institution may terminate this Agreement for any reason by providing written notice before August 1st of the academic year in which this Agreement shall

terminate. Any MCC student enrolled under this Agreement as of the August 1st termination notice will have the Agreement remain in force so long as a student remains continuously enrolled at Westminster College. No MCC student may enroll under this Agreement after the termination notice date. Any student enrolled prior to the termination date who discontinues their continuous enrollment at MCC will lose their guaranteed admissions privileges at Westminster College.

The schools have developed transfer procedures to implement this Agreement. To assure that the transfer articulation guarantee remains current, the respective parties to this understanding agree to communicate annually any changes in their respective programs on issues of enrollment, and articulation that may affect this Agreement.

Transfer Advising Guides for specific majors and general education requirements will be updated annually.

Transfer Elements

MCC graduates with a minimum cumulative GPA of 2.0, courses numbered 100 and above, entering under the terms of this Agreement are guaranteed admission into Westminster. However, students should be advised that some degree programs at Westminster might require a higher GPA for admission.

MCC graduates will follow Westminster's transfer process, and, therefore, must meet all applicable requirements and deadlines pertaining to admission, advising, registration, and payment of tuition and fees. They will abide by the policies and procedures, along with any revisions thereof that apply to all students from that institution.

In order to complete the baccalaureate program in a timely manner, students are advised to follow the transfer guide for the academic program they plan to pursue at Westminster. If the student intends to change his or her degree focus upon admission to Westminster, the student may be required to complete some lower division preparation work prior to beginning the program at Westminster.

Students who transfer to Westminster will have their General Education courses evaluated on a course-by-course basis and may be required to take any additional courses necessary to satisfy the General Education requirements at Westminster. However, if students have taken equivalent General Education courses at MCC, these courses will be accepted toward satisfying General Education requirements at Westminster.

MCC students who plan to transfer to Westminster may complete any remaining General Education coursework through courses taken at MCC or at Westminster.

Courses from MCC will generally be awarded lower-level credit at the 100 or 200 level, but credit for 300 or 400 level courses may be awarded by the Associate Dean of Faculty, in consultation with the appropriate department chair, if the content of the course is equivalent to a Westminster 300 or 400 level course and the course taken at MCC has at least one prerequisite.

The grades received for such credits must be a C or higher. Where the student earned a grade of CR, that student must be able to document that the course was passed with a C or better. The course must be comparable to a course offered at Westminster in order for equivalent course credit to be awarded. Courses that are not comparable to specific Westminster courses may be awarded departmental or divisional (e.g. NSC, HUM, SSD) elective credit, if the course fits with our college-wide learning goals. Courses that meet the criteria for a Westminster General Education course will be awarded appropriate credit. If the course has not been previously evaluated for transfer from MCC, the student may need to provide additional information about the course, such as an official course description or course syllabus. An assessment will then be made to determine whether the course taken elsewhere is indeed comparable to a particular Westminster course or is eligible for elective credit. In any event, Westminster reserves the right to make the final determination as to the transferability of courses.

Although there is no limit to the number of credits that can be transferred from MCC to Westminster, transfer students must fulfill all of Westminster's graduation requirements. That includes but is not limited to the following: complete at least 48 credit hours at Westminster, be certified by a department as having met the department's requirement for a major, and complete Westminster's General Education requirements. (Other graduation requirements are listed in the Westminster College Catalog).

Obligations of Agreement

Obligations of Westminster

Westminster will provide academic advising to MCC students. Additionally, Westminster will provide materials, catalogs, and other information to MCC advisors to facilitate understanding of Westminster's academic requirements and academic programs. Westminster enrollment representatives will travel to the MCC campus at least once per semester to meet with students.

Westminster may place MCC students interested in attending Westminster on its mailing lists and invite the students to participate in cultural events, social activities, and presentations open to the public and occurring on campus.

If warranted by the student's academic achievement and/or special talents, Westminster will inform the student of scholarship opportunities. An unlimited number of awards up to \$8,000 will be awarded to MCC associate's degree graduates each year.

Obligations of MCC

MCC will provide Westminster with timely curriculum updates about the MCC curriculum.

MCC will provide dates for Westminster admissions representatives to visit the MCC campus.

MCC will provide Westminster recruiting materials to MCC students and advertise this Agreement in appropriate publications.

MCC and Westminster agree to provide direct links between their institutional websites, indicating the existence of this Agreement.

Joint Obligations

Each institution will appoint an employee who will serve as the point of contact for administration of this Agreement. Responsibility for oversight of this Agreement rests with Fran Padow, Director of Educational Services at MCC and with George B. Forsythe, President at Westminster.

MCC and Westminster will develop and support activities that encourage interaction among their faculties and students.

MCC and Westminster agree to exchange data and documents as agreed that will contribute to the maintenance and improvement of transfer arrangements, and promote effective cooperation between the two institutions. The institutions will exchange admission, grades, and retention data after obtaining appropriate permission from the students involved and in compliance with all federal, state, and local laws. For clarity, the transfer of all student information will comply with the Family Educational Rights and Privacy Act [FERPA], 20 U.S.C. §1232g.

MCC and Westminster will work together on recruitment efforts to help students to transfer from MCC to Westminster or vice-versa and that recruiting materials from both institutions will indicate the existence of this Agreement.

Students transferring to Westminster or vice-versa will receive academic advising from both MCC and Westminster, assisting students in timely degree completion.

MCC and Westminster will work together to identify scholarship opportunities for MCC students at Westminster.

Information about this Agreement will be available at both institutions and on both institutions' websites.

Any notice to be given hereunder by either party to the other will be in writing and will be deemed given upon delivery, if sent by overnight courier, or three (3) days after such notice is deposited if sent by certified U.S. mail, return receipt requested. Notices will be addressed to the parties as set forth above. Notices to MCC shall be sent to the attention of the Chief of Staff to the Chancellor. Notices to Westminster shall be sent to the attention of the Office of the President.

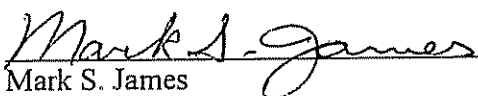
Other Terms

The parties agree 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.

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 contains the entire understanding between the parties relating to the subject matter contained herein, and supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral. No modification of this Agreement will have any force or effect unless such modification is in writing and signed by duly authorized representatives of both parties.

Signatures

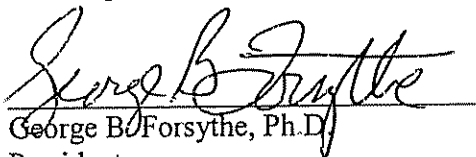
MCC and Westminster College hereby enter into this memorandum of understanding leading from the Associate degree to the Bachelor of Arts degree.



Mark S. James
Chancellor / CEO
Junior College District of Metropolitan
Kansas City, Missouri

Date

10/29/2013



George B. Forsythe, Ph.D.
President
Westminster College

Date

October 23, 2013