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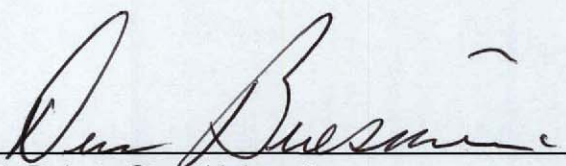
# Reverse Transfer Agreement between North Dakota State University and North Dakota State College of Science

April 7, 2015

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The purpose of this Agreement is to formally recognize and facilitate the implementation of a Reverse Transfer Initiative between North Dakota State University (NDSU) and North Dakota State College of Science (NDSCS). The goal of the Initiative is to assist students who have transferred from NDSCS and who are currently enrolled at NDSU by offering an additional opportunity to complete an Associate's Degree. This Initiative applies to former NDSCS students who have completed at least 36 NDSCS credits, but transferred prior to completing an Associate's Degree. Both institutions agree to work collaboratively to develop a seamless process for qualified students to apply for, and be granted, this valuable, cost-effective credential: an Associate's Degree.

This Reverse Transfer Agreement establishes a policy and process to allow and encourage NDSU students to transfer their NDSU coursework to NDSCS for the specific purpose of obtaining an Associate's Degree.



North Dakota State University  
Dr. Dean Bresciani, President



North Dakota State College of Science  
Dr. John Richman, President



***A Partnership for Student Success***



# **Reverse Transfer Agreement Between North Dakota State University and North Dakota State College of Science**

## **Purpose and Scope**

The purpose of this Agreement is to formally recognize and facilitate the implementation of a Reverse Transfer Initiative between North Dakota State University (NDSU) and North Dakota State College of Science (NDSCS). The goal of the initiative is to assist students who have transferred from NDSCS and who are currently enrolled at NDSU by offering an additional opportunity to complete an Associate's Degree. This initiative applies to former NDSCS students who completed at least 36 NDSCS credits, but transferred prior to completing an Associate's Degree. Both institutions agree to work collaboratively to develop a seamless process for qualified students to apply for, and be granted, this valuable, cost-effective credential: an Associate's Degree.

This Reverse Transfer Agreement establishes a policy and process to allow and encourage NDSU students to transfer their NDSU coursework to NDSCS for the specific purpose of obtaining an Associate's Degree.

## **Agreement Requirements**

NDSU students who transferred from NDSCS will automatically be notified of this agreement during the admissions process and again when they have met the following criteria:

- Earned at least 36 credits from NDSCS
- Earned at least 15 credits from NDSU
- Have NDSCS as the last school attended before transferring to NDSU
- Be in academic good standing at both institutions
- Have no financial holds on either record

Each signatory to this agreement agrees to the following:

- To designate a campus contact point who can work on behalf of his/her campus to facilitate the goals of the Initiative.
- Develop and document the system, processes, communications and timeline supporting the seamless processes for students to take advantage of this opportunity.
- Use of the NDUS Collaborative program is acceptable.
- Share appropriate student transcripts and other documentation in a manner consistent with FERPA requirements.
- Work collaboratively to develop a method for measuring the success of the Initiative and share the data/results on an annual basis.
- Annually re-affirm participation in the Initiative.
- Abide by all current SBHE policy and NDUS procedures and all regional accreditor requirements including those policies and procedures regulating transfer and admissions.
- While this agreement will be in force upon signing, students who have transferred prior to the current semester may be considered for participation in this Initiative.
- Develop a method to track the success of this Initiative and share those results annually.



NDSU agrees to the following:

- Notify students about the Initiative when they meet the above-stated criteria.
- Provide NDSCS with a list of NDSCS transfers and their contact information, so NDSCS can contact them about the Initiative.
- Place reverse transfer information on the NDSU Transfer Information website.
- Allow NDSCS use of the NDSU logo in promoting the Reverse Transfer Initiative.

NDSCS agrees to the following:

- List NDSU as a program partner on the NDSCS Reverse Transfer webpage.
- Contact NDSCS transfer students and guide those who are interested through the process.
- Provide academic counseling support for students in the Initiative.
- Develop Reverse Transfer materials including a flyer, webpage and application form and share prior to distribution to students.
- Allow NDSU use of the NDSCS logo in promoting the Reverse Transfer Initiative.
- Develop a process and criteria by which NDSCS degrees are awarded.

### Administration Notice

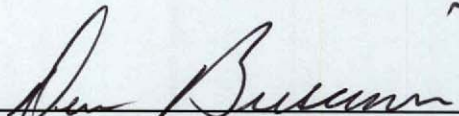
Designated contacts for the administration of this agreement are:

Rhonda Kitch  
Registrar  
North Dakota State University  
1301 Administration Ave.  
Fargo, ND 58108

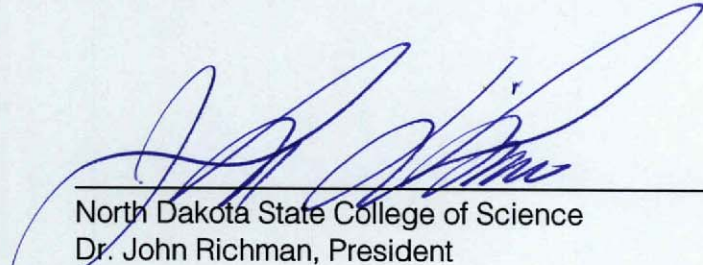
Dr. Philip Parnell  
Associate Vice President for Academic and Student Affairs  
North Dakota State College of Science  
800 6th Street North  
Wahpeton, ND 58076

### Conclusion

This document represents an approved agreement between NDSU and NDSCS and shall be effective immediately upon signing. This agreement shall continue in force until terminated by either signatory and will be reviewed annually.

  
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North Dakota State University  
Dr. Dean Bresciani, President

4-7-15  
\_\_\_\_\_  
Date

  
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North Dakota State College of Science  
Dr. John Richman, President

4-7-15  
\_\_\_\_\_  
Date