

Transfer Agreement

Between



Carl Albert State College

and



John Brown University

Effective Academic Year: 2016-2017

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PROGRAM TRANSFER AGREEMENT

SECTION I: *PURPOSE*

This formal transfer agreement is made and entered into by John Brown University, hereinafter referred to as JBU, and Carl Albert State College, hereinafter referred to as CASC. By this agreement JBU and CASC engage in a shared commitment to increasing opportunities for student access to and success in higher education. By clarifying transfer policies and procedures, which assure articulation between programs, the institutions assist students in making a seamless transfer from the associate to the baccalaureate degree. Upon formal approval of this transfer agreement by the appropriate officials of both institutions, each is free to publicize the terms herein.

SECTION II: *AGREEMENT PROVISIONS*

Students will meet or exceed admission requirements at CASC upon enrollment in the designated degree program. Performance and curricular deficiencies will be met prior to transfer to JBU and in accordance with the remediation policies of the community college. Students who begin their degree program during the effective academic year at the designated Oklahoma community college, maintain continuous enrollment, and graduate with the designated degree/program are eligible to transfer to JBU under the terms of this agreement.

Students under this agreement who complete the designated program of courses and apply to JBU with a retention GPA of 2.5 or higher will be eligible for admission the JBU. When students matriculate to JBU, they may apply for financial aid through the Financial Aid Office of JBU.

SECTION III: *Requirements*

1. Courses in this agreement are accepted at JBU, as specified, and apply to the student's baccalaureate degree program in the same manner as non-transferring students. Students wishing to transfer into a program not specified in this agreement may also contact the registrar's office at JBU for transfer assistance.
2. Students transferring may need to complete additional coursework in order to meet current degree requirements. JBU courses are continuously assessed and improved to meet changing educational needs. Transfer students will receive the same treatment and protection relative to course changes afforded to non-transferring students.

SECTION IV: *UPDATES/REVIEW/DISCLAIMER*

This agreement is subject to change by legislative action, the Department of Education, the Regional University System of Oklahoma, the Oklahoma State Regents for Higher Education, or external governing/accrediting agencies.

This agreement will be reviewed annually by the appropriate department at JBU and the community college and revised according to University and community college procedures. This review will take place in the spring, in order to incorporate program changes for the subsequent academic year.

Any revisions to the original Program Transfer Agreement will be communicated to all signatories of the original agreement as well as appropriate individuals on both campuses. This agreement may be discontinued by either institution as need arises upon written notification to the other institution prior to the termination date.

Both institutions are committed to the partnership and the success of the student in pursuit of this degree program. Both parties will work toward ensuring that currently enrolled students have the opportunity to complete their degree program effectively and efficiently.

SECTION V: *REVERSE TRANSFER*

Both institutions take responsibility in assisting students that matriculate to JBU from CASC prior to the completion of an associate degree in obtaining an A.A. or A.S. from CASC while continuing enrollment at JBU.

JBU will be responsible for obtaining the student's permission to send transcripts and enrollment verification to CASC. JBU will assist the student in the plan to complete required courses for associate degree completion. At the end of the semester in which requirements for the associates degree are completed, JBU will send official transcripts to CASC for associate degree awarding.

CASC will identify any courses that are required for the student to be awarded an associate degree. After CASC has awarded the associate degree, they will send JBU official transcripts indicating the newly awarded degree.

In the best interest of the students, both institutions will not charge students for these services.