

King University–Motlow State Community College Reverse Transfer Program

Overview

The King University – Motlow State Community College Reverse Transfer Program is available to students who have transferred to King University from Motlow State Community College (MSCC) without earning their associate degree. This program allows students to transfer course work from King back to MSCC to complete requirements for the associate degree. Students must have completed a minimum of 15 semester hours towards the associate degree (or 25% of the associate degree hour requirements if greater than 60) at MSCC in order to be eligible to pursue the reverse transfer of credits from King to MSCC to earn the associate degree. Students should complete the exit exam at MSCC in order to earn the associate degree.

King University will endeavor to provide MSCC with information on transfer students to assist MSCC officials in the identification of students who could benefit from reverse transfer of courses.

If a student is not participating in the Reverse Transfer Program but elects to independently pursue a reverse transfer, written authorization and signature from the student is required to release the student's transcript to MSCC.

Eligibility for Reverse Transfer Program

A student must meet the following conditions to be eligible:

- Must have earned at least 15 hours applicable toward a degree (or 25% of the associate degree hour requirements if greater than 60) at MSCC.
- Does not have the associate degree from MSCC.
- Be a student currently in good standing at King University and formerly in good standing at MSCC.
- Has earned at least 60 total hours (or the equivalent of the required associate degree hours if greater than 60 hours), including transfer work, at King University.
- Must complete an application for Reverse Transfer that includes authorization for the exchange of all application and academic information between King University and MSCC.

Institutions' Responsibilities

- King University will provide MSCC a list of transfer students from MSCC attending King each semester.
- King University will promote reverse transfer on appropriate websites, newsletters, and advisor meetings.
- King University will attempt to identify students eligible for reverse transfer through current student information systems and through advisor recommendations.
- MSCC will contact eligible students and seek their enrollment in the Reverse Transfer Program, including authorization for the exchange of all academic information between King University and MSCC.
- MSCC will verify successful completion of associate degree requirements and award the degree.
- The Registrars Offices at King University and MSCC will exchange Reverse Transfer Program student transcript information to the other upon request.
- King University and MSCC will work together where possible to develop electronic data interchange information technologies to facilitate the disclosure of student records between the institutions.
- The parties agree to comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Executive Order 11,246, the Americans with Disabilities Act of 1990 and the related regulations to each. Each party assures that it will not unlawfully discriminate against any individual including, but not limited to, employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status or national origin; making use of a legally-recognized exemption for hiring will not be considered "unlawful discrimination."
- The parties also agree to take affirmative action to ensure that applicants are employed and that employees are treated during their employment without regard to their race, creed, color, sex, age, disability, veteran status, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection available to employees and applicants for employment.
- Prohibition on Hiring Illegal Immigrants. Tennessee Public Chapter No. 878 of 2006, TCA 12-4-124, requires that Contactor attest in writing that Contractor will not knowingly utilize the services of illegal immigrants in the performance of this Contract and will not knowingly utilize the services of any subcontractor, if permitted under this Contract, who will utilize the services of illegal immigrants in the performance of this Contract. The attestation shall be made on the

form, Attestation re Personnel Used in Contract Performance ("the Attestation"), which is attached (Attachment 1) and hereby incorporated by this reference.

- If Contractor is discovered to have breached the Attestation, the Commissioner of Finance and Administration shall declare that the Contractor shall be prohibited from contracting or submitting a bid to any Tennessee Board of Regents institution or any other state entity for a period of one (1) year from the date of discovery of the breach. Contractor may appeal the one (1) year by utilizing an appeals process in the Rules of Finance and Administration, 0620.

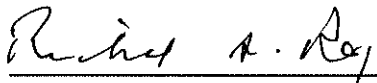
Benefits for the Participating Institutions and Students

- Tennessee data suggests earning the associate degree has a positive impact on earning a bachelor's degree.
- Retention rates improve for students who receive an associate degree through reverse transfer once enrolled at a four-year institution.
- Students receive a quality credential to enter the workforce while completing a bachelor's degree.
- Reverse transfer students who do not complete bachelor's degrees will still have a credential to enter the workforce.
- MSCC will be credited with the success of the student earning the degree and degree completions will more accurately reflect investment of time, support, and resources devoted to students who transfer before earning the associate degree.

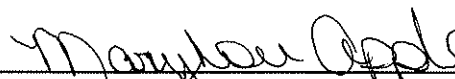
Dissolution of Agreement

- The above provisions are agreed to and shall go into effect when signed by the appropriate institutional representatives. They shall remain in force until superseded by official action of either institution.

APPROVALS:



Dr. Richard A. Ray, Interim President
King University
Date: April 1, 2014



Dr. MaryLou Apple, President
Motlow State Community College
Date: April 1, 2014

ATTACHMENT 1

ATTESTATION RE PERSONNEL USED IN CONTRACT PERFORMANCE

CONTRACT NUMBER:

CONTRACTOR LEGAL ENTITY NAME:

FEDERAL EMPLOYER IDENTIFICATION NUMBER:
(or Social Security Number)

The Contractor, identified above, does hereby attest, certify, warrant, and assure that the Contractor shall not knowingly utilize the services of an illegal immigrant in the performance of this Contract and shall not knowingly utilize the services of any subcontractor who will utilize the services of an illegal immigrant in the performance of this Contract.

SIGNATURE & DATE:

NOTICE: This attestation **MUST** be signed by an individual empowered to contractually bind the Contractor. If said individual is not the chief executive or president, this document shall attach evidence showing the individual's authority to contractually bind the Contractor.