

**Consortium Agreement**  
**Reverse Transfer Associate Degree Initiative**  
**Ferris State University**  
**Kellogg Community College**

Ferris State University and Kellogg Community College have reached certain mutual understandings which will enable both institutions to partner to assist students who have transferred to Ferris State University to complete an associate degree at Kellogg Community College. This agreement is an extension of the transfer relationship between Ferris State University and Kellogg Community College. This agreement applies to Kellogg Community College students who have completed a minimum of 45 credit hours at Kellogg Community College but who transferred to Ferris State University before earning an associate degree. The signatories to this agreement commit to work collaboratively to enable qualified students to obtain an additional credential. This agreement is an extension of our efforts to provide a seamless transfer experience and to increase student retention and degree completion.

Each signatory agrees to:

1. Appoint a contact person and liaison for the initiative.
2. Share student information and ensure that the sharing of information is conducted in a manner that is in compliance with FERPA guidelines.
3. Develop a method to track the success of the initiative and share results on an annual basis.
4. Follow parameters of the law and regional accrediting agencies.
5. Develop and document the system, processes, communication, and timeline supporting the initiative.
6. Explore opportunities to leverage existing technology in an effort to create an effective, efficient, and seamless process.
7. Outline student communication, procedures, and advisement assistance to complete degree requirements.
8. Attend partner meetings to continuously monitor the agreement and its outcomes.
9. This Reverse Transfer Agreement may be unilaterally dissolved at any time upon mutual agreement by either institution upon 180 days written notice to the other institution.

Agreed to and signed: July 3, 2013