

Reverse Transfer Agreement
Associate Degree Initiative

Lake Michigan College
Northern Michigan University

The purpose of this agreement is to facilitate the implementation of a new initiative to assist students who have transferred to Northern Michigan University to complete an associate's degree at Lake Michigan College. The initiative is an extension of the transfer agreements in place between institutions. The initiative applies to LMC students who have completed at least 45 credits at LMC but who transferred before earning an associate's degree. The signatories to this Agreement commit to work collaboratively to enable qualified students to obtain an additional credential.

Each Signatory to this Agreement agrees to:

1. Appoint a contact person and liaison for the initiative.
2. Share student information and ensure it is done in a manner that is in compliance with FERPA.
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 meetings to finalize, approve, and monitor the agreement.

Signatures:



Robert P. Harrison, Ph.D.
President, Lake Michigan College

7/21/14
Date



Fritz J. Erickson, Ed.D.
President, Northern Michigan University

7-23-14
Date