

Northwestern State University
AND
Central Louisiana Technical Community College

Articulation of General Education Course Credit Agreement

Background:

Central Louisiana Technical Community College (CLTCC) and Northwestern State University (NSU) have developed several collaborative arrangements that promote the success of CLTCC students as they transition to the University. This Agreement is an extension of those arrangements and seeks to increase the number of certificate, diploma, and associate degree completers.

Agreement:

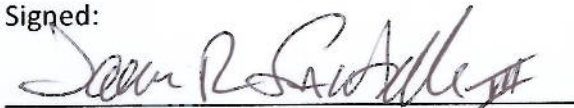
NSU has partnered with CLTCC to create General Education courses which align with those offered by NSU. Additional courses may also be covered by this agreement. Faculty who teach for CLTCC will be appropriately qualified to meet SACSCOC credentialing requirements. Academic credentials will be verified by the Vice Chancellor of Academic Affairs at CLTCC and will be verified by the Provost at NSU. Credit for courses successfully completed by CLTCC students will be transferred without difficulty to NSU. Students only have to provide an official transcript of the credit. The purpose of this agreement is to facilitate the implementation of an initiative to assist students who have transferred to NSU in completing degrees. Each signatory to this Agreement commits to the following:

- 1) Appoint a single point of contact for coordination of this reverse transfer 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 student enrollment and transfer.
- 4) Follow parameters of the law and regional accreditation agencies.

The effective date of this Agreement is April 22, 2015

This Agreement may be reviewed for renewal periodically.

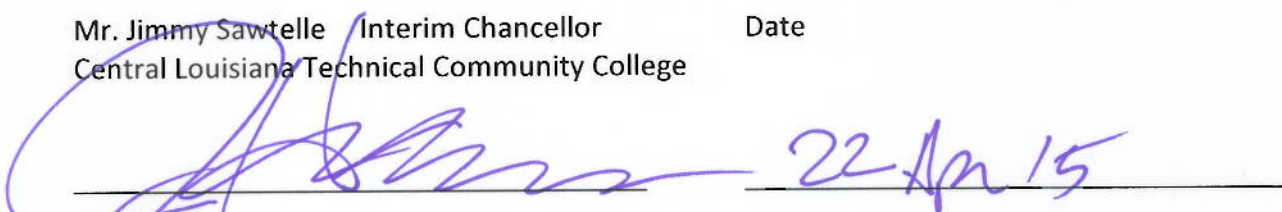
Signed:



Mr. Jimmy Sawtelle Interim Chancellor
Central Louisiana Technical Community College



Date



Dr. Jim Henderson, President
Northwestern State University

Date

Northwestern State University
AND
Central Louisiana Technical Community College

Reverse Transfer Agreement

Background:

Central Louisiana Technical Community College (CLTCC) and Northwestern State University (NSU) have developed several collaborative arrangements that promote the success of CLTCC students as they transition to the University. This Agreement is an extension of those arrangements and seeks to increase the number of certificate, diploma, and associate degree completers.

Agreement:

Reverse Transfer is the process by which transfer students enrolled at NSU transfer credits back to CLTCC for the purpose of attaining a degree, diploma, or certification. CLTCC transfer students indicate their interest to NSU in applying credits earned at NSU toward the completion of their associate degree, diploma, or certification at CLTCC. By doing so, the student agrees to have his/her NSU transcript sent to CLTCC. CLTCC will then evaluate this coursework to determine if degree, diploma, or certification requirements are met.

The purpose of this agreement is to facilitate the implementation of an initiative to assist students who have transferred to NSU in completing a credential (certificate, diploma, or associate degree) at CLTCC. This initiative is an extension of the transfer agreements already in place between CLTCC and NSU and applies to CLTCC students that have earned at least 18 credit hours at CLTCC prior to transferring to NSU. The signatories to this Agreement commit to work collaboratively to enable qualified students to earn additional credentials.

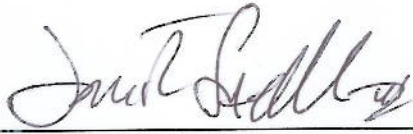
Each signatory to this Agreement commits to the following:

- 1) Appoint a single point of contact for coordination of this reverse transfer 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 reverse transfer initiative and share these results annually.
- 4) Follow parameters of the law and regional accreditation agencies.
- 5) Develop and document the system, processes, communications, and timeline supporting the initiative.
- 6) Explore opportunities to leverage existing technology in an effort to create an effective, efficient, and seamless process for reverse transfer.
- 7) Ensure that reverse transfer is achieved at no cost to the student.
- 8) Outline student communication, procedures, and advisement assistance to complete certificate, diploma, and associate degree requirements.

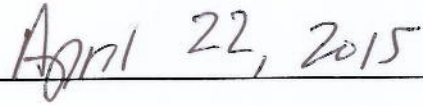
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This Agreement may be reviewed for renewal periodically.

Signed:



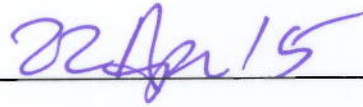
Mr. Jimmy Sawtelle Interim Chancellor
Central Louisiana Technical Community College



Date



Dr. Jim Henderson, President
Northwestern State University



Date

ATTACHMENT A:

Northwestern State University (NSU) and Central Louisiana Technical Community College (CLTCC)

Reverse Transfer Agreement Transcript Release Form

Please complete, sign, and return this release form to:

Northwestern State University
Office of the Registrar
Natchitoches, LA 71497
318-357-6171 or 1-800-807-8849

NSU Student ID #: _____

CLTCC Student ID #: _____

Full Legal Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Country of Citizenship: _____

Cell Phone: _____ Home Phone: _____

Email Address: _____

Last Enrolled at CLTCC (semester/year):

Acknowledgement:

In accordance with the Family Educational Rights and Privacy Act (FERPA), I understand that my educational records cannot be released without my written permission. I authorize the release of my academic records from NSU to CLTCC and the release of any additional academic records from CLTCC to NSU for the purposes of credit evaluation to determine the awarding of a certificate, diploma, or associate degree from CLTCC. I understand that I have the right to rescind this release agreement related to releasing my academic records at any time by notifying the Office of the Registrar at Northwestern State University in writing.

SIGNATURE: _____ DATE: _____

ATTACHMENT B:

Reverse Transfer Frequently Asked Questions

What is reverse transfer?

It is a partnership developed by CLTCC and NSU which builds on the many existing collaborative arrangements between the institutions that promote the success of CLTCC students as they transition to the University. It is the process by which transfer students enrolled at NSU transfer credits back to CLTCC for the purpose of attaining a degree, diploma, or certification.

How does reverse transfer work?

At the time of application, CLTCC transfer students with at least 18 earned credit hours at CLTCC indicate their interest to the University in applying future credits earned at NSU toward the completion of their associate degree, diploma, or certification. By doing so, the student agrees to have his/her university transcript sent back to CLTCC. CLTCC will then evaluate this coursework to determine if degree, diploma, or certification requirements are met. CLTCC makes the decision on whether a degree or other credential will be granted. Any credential will be awarded in the semester/year all final requirements are met at CLTCC.

Will it cost me money to have my transcript sent from the university to CLTCC?

No. NSU will send the transcript to CLTCC free of charge.

Am I guaranteed a degree from CLTCC?

No. The courses you take at NSU will be evaluated by CLTCC. You are encouraged to speak with an advisor at CLTCC to ensure university credits that you transfer back will fulfill the necessary requirements for degree, diploma, or certificate completion. The sending of the NSU transcript to CLTCC does not guarantee the granting of a degree or other credential. This is at the discretion of and subject to the degree and residency requirements of CLTCC, which is the degree granting institution.

How might I benefit from receiving a CLTCC degree or other credential?

Earning an associate degree, a diploma, or certification provides you with another credential for your resume. Credentials earned at CLTCC are marketable and can provide better job opportunities while completing your bachelor's degree. The associate degree is the nation's fastest growing work credential; employers recognize its value when recruiting and hiring. Furthermore, students who earn an associate degree are more likely to complete their four-year degree. There is no risk to you – even though you are applying the hours you have earned at NSU toward a degree, diploma, or certification your hours earned at NSU will still apply appropriately toward your bachelor's degree.

Can I participate in CLTCC's commencement ceremony after earning my degree?

Yes. Simply work with the CLTCC Registrar for information.

If I graduate with an associate degree, can I return to CLTCC to take a class or pursue an additional degree in the future?

Yes. You are eligible to pursue additional course work or degrees in the future.

Can I change my mind about participating in the reverse transfer credit agreement?

Yes. Contact the NSU Registrar if you change your mind.