

**Consortium Agreement
Reverse Transfer Associate Degree Initiative**

Montcalm Community College
Ferris State University

The purpose of this Agreement is to facilitate the implementation of a new initiative to assist students who have transferred to Ferris State University to complete an Associate's Degree at Montcalm Community College. This agreement is an extension of the transfer relationship between our institutions. The initiative applies to Montcalm Community College Students who have completed at least 15 credits at Montcalm 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. This Agreement is an extension of our efforts to provide a seamless transfer experience 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 it is done 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.

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REVERSE TRANSFER
Contact Information Form
Montcalm Community College



Montcalm Community College General Information

Institution Name: Montcalm Community College
Street Address: 2800 College Drive
City: Sidney State: MI Zip: 48885-9723

Montcalm Community College Reverse Transfer Data Contact Information

Contact Name: Deb Alexander Contact Title: Dean of Student and Enrollment Services
Street Address: 2800 College Dr.
City: Sidney State: MI Zip: 48885
E-mail Address: debraj@montcalm.edu
Phone Number: 989-328-1276 Fax Number: 989-328-2950

Montcalm Community College Information

How frequently should students be identified? Annually: Biannually: x
How should data and/or transcript be sent to Montcalm Community College? Fax: Mail: x
How will student updates, including degrees awarded and not awarded and why, be communicated to Ferris State University? E-mail: x Fax: Mail:
How will final student transcripts be sent to Ferris State University? E-mail: x Fax: Mail:

Ferris State University Contact Information

For questions about Reverse Transfer students data, transcripts, and related reports contact:

Student Service Rep Reverse
Mallory Ford Transfer Contact Admissions Office stalem@ferris.edu 231-591-3114

For questions about Reverse Transfer Agreements Contact:

Deedee Stakley Director Transfer Services Center stakled@ferris.edu 231-591-5981

For questions related to Records and Registration Contact:

Elise Gramza Registrar Admissions Office gramzae@ferris.edu 231-591-2805

Additional Comments: _____

Fax Numbers Records (outgoing) 231-591-2242 Admissions (incoming) 231-591-3944

For more information visit:

<http://www.ferris.edu/HTMLS/colleges/university/transfer/Articulation/mcc/Revers-Transfer Agreements.htm>

Please e-mail completed form back to stalem@ferris.edu