

**MEMORANDUM OF AGREEMENT
BETWEEN
THE UNIVERSITY OF CENTRAL MISSOURI
AND
STATE FAIR COMMUNITY COLLEGE**

**UCM/SFCC CONCURRENT ENROLLMENT AGREEMENT
Program Name: Sync 2 Succeed**

This Memorandum of Agreement (“Agreement” or “MOA”) made this _____ day of _____ is between THE UNIVERSITY OF CENTRAL MISSOURI, a public, four-year institution of higher education located in Warrensburg, Missouri (also referred to herein as “CENTRAL MISSOURI” or “UCM”) and STATE FAIR COMMUNITY COLLEGE, an open-enrollment, public, two-year institution of higher education located in Sedalia, Missouri (hereafter “STATE FAIR”). UCM and STATE FAIR are also individually referred to herein as “institution” or collectively as “institutions” for the purpose of providing a concurrent enrollment experience for students attending UCM and STATE FAIR.

THE UNIVERSITY OF CENTRAL MISSOURI and STATE FAIR COMMUNITY COLLEGE are both regionally accredited by the Higher Learning Commission and recognize credits earned by other regionally accredited colleges and universities.

STATE FAIR and UCM share a mutual interest in providing STATE FAIR Associate Degree (AA or AT) enrollees who intend to transfer and pursue a bachelor’s degree program at UCM the opportunity to concurrently enroll in UCM designated coursework. Students enrolled in this collaborative effort will enjoy a four-year college experience at UCM while taking advantage of the affordability of the community college and the diverse levels of academic preparation it accommodates. This agreement is intended to promote the most efficient and effective use of resources and provide a more direct pathway to obtain an Associate’s degree at STATE FAIR in route to completing a Bachelor's degree at UCM.

This agreement between UCM and STATE FAIR serves to:

- a. Formalize procedures, policies, obligations, responsibilities, exclusions, and commitments associated with concurrent enrollment at UCM and STATE FAIR.
- b. Reduce the potential time and cost to bachelor’s degree completion at UCM.
- c. Develop academic advising agreements between the student, UCM, and STATE FAIR to ensure course transferability towards a degree and with mutual understanding of academic major requirements at UCM.
- d. Establish STATE FAIR students participating in this pathway access to UCM and its student support services.
- e. Establish procedures for students who opt out of concurrent enrollment at any point in their education at UCM or STATE FAIR either completely or part of a direct transfer or reverse transfer scenario.

- f. Institute an improved and reliable process for recruiting promising students from STATE FAIR for degree programs at UCM.

To achieve the goals outlined above, this agreement formally establishes a collaborative effort between UCM and STATE FAIR and the expectations, obligations, and responsibilities of each stakeholder. To provide for seamless transfer and to encourage students to complete their degree programs, students participating in this agreement from State Fair Community College will be enrolled at Junior status (60-89 credit hours) in the undergraduate program at UCM if they have completed the Associate of Arts or Associate of Arts in Teaching degree from State Fair Community College and meet general education requirements at UCM. The unique features of this seamless pipeline is that it affords SFCC students participating in this concurrent program the ability to participate in a direct 2+2 program (from SFCC to UCM) while enjoying benefits such as: (a) utilization of all facilities on the UCM campus provided to regularly enrolled UCM students, (b) enjoy joint advising between UCM and SFCC, (c) live-on UCM's campus residence halls if they wish, and (d) receive a \$1,500 additional scholarship (stackable) upon graduation at SFCC. Pending joint advising at UCM and STATE FAIR, UCM will accept all college level credit from State Fair Community College, though some credit may be elective credit. Students who hold an Associate of Arts (AA) or an Associate of Arts in Teaching (AAT) or have met the Missouri 42-hour general Education Core requirements are considered to have met Central Missouri's general education requirements, state law requirements in Sections 170.011 and 170.013, and the nine general education competencies with the exception of any specific general education courses required by the student's major/minor. Students who transfer without a degree or with a different associate degree (not an AA or AAT) will have their courses evaluated on a course-by-course basis for UCM's general education program.

THE UNIVERSITY OF CENTRAL MISSOURI AND STATE FAIR agree as follows:

1. Understanding of what “**Concurrent Enrollment**” encompasses:
 - a. “Concurrent enrollment” refers to students taking coursework simultaneously at both UCM and STATE FAIR while receiving academic credit at both institutions. STATE FAIR students can also participate in this program if they wish to take courses exclusively at SFCC as long as they meet all participation guidelines and advising requirements at both institutions. For the purposes of marketing the concurrent enrollment program will be called Sync 2 Succeed.
 - b. While concurrent enrollment is open to any student at SFCC who ultimately wishes to earn an Associate's Degree in route to a Bachelor's degree at UCM, this collaborative agreement has a special focus on seeking to provide a pathway for students not initially admitted to UCM an opportunity to engage in this program. The goal of this approach is to encourage non-admitted students at UCM to SFCC to pursue and complete an Associate degree and then start their UCM studies toward a Bachelor's degree immediately after completion of the degree at SFCC.
 - c. The branding for the concurrent enrollment program within this MOA will be called Sync 2 Succeed.

- d. Anticipated first year of intake for students selecting to take part in the UCM/SFCC Concurrent Enrollment Agreement will be Fall 2022 with a goal of identifying 20-25 students the first year within specifically targeted majors.
- e. Courses offered as part of the general education curriculum (lower division) for concurrent credit at both UCM and STATE FAIR. However, students must meet the general education requirements specified by UCM majors and minors and any Math or English placement scores.
- f. Concurrent enrollment scheduling at UCM and STATE FAIR will provide the opportunity for students to have more scheduling options as most courses are articulated exactly the same at both institutions.
- g. Concurrent enrollment provides a STATE FAIR student the opportunity to benefit from a four-year college experience while simultaneously attending both STATE FAIR and UCM.
- h. To be eligible to participate in the UCM/SFCC Concurrent Enrollment Agreement only students living in UCM's residence halls must commit to take at least one three (3) credit class at UCM per semester while studying for their Associate Degree at STATE FAIR. All other SFCC students are NOT required to take UCM coursework as part of their participation in this program but are required to adhere to all policies and procedures associated with the UCM/SFCC Concurrent Enrollment Agreement.
- i. Students participating in the UCM/SFCC Concurrent Enrollment Agreement may include the following cohorts: (a) students taking STATE FAIR classes at UCM and living at UCM while taking one or more classes at UCM simultaneously, (b) STATE FAIR students studying at STATE FAIR and perhaps living in STATE FAIR's residence halls but taking at least one class at UCM simultaneously, or (c) full-time or part-time STATE FAIR students taking all courses at SFCC.
- j. If a STATE FAIR student participating in the UCM/SFCC Concurrent Enrollment Agreement chooses to fully discontinue their participation, the student would then be advised to consider: (a) continuing at STATE FAIR as an Associate Degree seeking student, (b) a transferring student to UCM and meet UCM's transfer student admissions policies, or (c) as a reverse transfer option (see Addendum A on reverse transfer). In any case, any student discontinuing participation in the UCM/SFCC Concurrent Enrollment Agreement (at any part of the semester) is fully responsible for any tuition or fees owed to both UCM and SFCC (minus any published refunding policies) and any grades earned. For students who wish to completely drop courses at UCM but remain in the UCM/SFCC Concurrent Enrollment Agreement, they should make their academic advisors at both UCM and SFCC aware of this and are still fully responsible for any tuition and fees (including housing) owed to UCM as per the published refunding schedule.
- k. Concurrent enrollment provides participating STATE FAIR students the opportunity to engage in all activities and services offered at UCM including on-campus housing (for housing - should they be taking 3 SCH at UCM).

- l. "Home institution" for the purpose of this MOU refers to STATE FAIR and the "host institution" is UCM (for Financial Aid Purposes) during which time a student is enrolled concurrently and prior to earning an Associate Degree at STATE FAIR.
- m. Students who co-enroll will be expected to be knowledgeable of the policies and rules for students at both institutions and to agree to comply with those rules. Students appealing academic or disciplinary issues will be directed to the institution under whose jurisdiction the matter falls and will follow the established procedures of that institution.
- n. STATE FAIR students participating concurrently in the UCM/SFCC Concurrent Enrollment Agreement are understood to have been admitted to both UCM and STATE FAIR and will receive benefits from UCM, all subject to the policies of UCM including:
 - UCM picture ID/bank card to use at the library, dining facilities, University Store, Student Union, Housing and any other amenities typically offered to any student at UCM; and
 - Student access to UCM sporting events, concerts, speakers and other cultural events.
- o. UCM and STATE FAIR will encourage and advise students to complete an Associate degree.
- p. STATE FAIR students taking classes at UCM should formally transfer classes via official transcript at the earliest possible time. To best assist advisors at each school, each school should share transcripts at the end of each semester, including summers. This will be accomplished by having students sign a waiver understanding that this procedure will be done each semester at no cost to the student and without a student request. Students will complete a FERPA waiver as well to assure sharing of information between institutions.
- q. Should students take courses at UCM, textbooks ordered through UCM are available for pick up at UCM (or online ordering) while textbooks ordered through STATE FAIR are through STATE FAIR. Students who live at UCM have their textbooks delivered to their residence hall for pick up (includes only UCM textbooks).
- r. Students utilizing accessibility and/or tutoring services must receive those from their home institution, or, if participating and taking courses at UCM, tutoring services can be provided by UCM.
- s. Upon agreement by UCM, SFCC may teach concurrent enrollment general education courses on the UCM campus. Specific courses must be individually approved by UCM Academic Affairs.

Obligations and responsibilities by individual administrative departments at UCM and STATE FAIR:

A. ADMISSIONS:

- a. UCM and STATE FAIR will identify students who are participating in the UCM/SFCC Concurrent Enrollment Agreement in their institution's student

- information system for tracking purposes and to aid in the sharing of official transcripts at the end of each semester, including summer.
- b. UCM admissions will encourage all non-admitted students the opportunity to enroll in the UCM/SFCC concurrent enrollment program via communication (through the denial letter, email, and text). UCM admissions will determine procedures for denied students who respond to start in this partnership.
 - c. Students seeking admission to the UCM/SFCC Concurrent Enrollment Agreement must meet residency requirements in the state of Missouri. This may be expanded to include non-resident first time students (contiguous states) in future years as these students are classified as in-state for tuition purposes pending acceptance. Should this occur, UCM and STATE FAIR will work collaboratively in identifying academically prepared students to start at STATE FAIR and then, upon completion of the UCM/SFCC Concurrent Enrollment Agreement (and an Associates Degree), move seamlessly into a bachelor's degree granting program at UCM as in-state students. Following the first year of implementation of the UCM/SFCC Concurrent Enrollment Agreement, should there be a mutually beneficial opportunity to open this program to out-of-state students, then a separate addendum will be created to articulate this understanding.
 - d. Students seeking admission to the UCM/SFCC Concurrent Enrollment Agreement must submit a University of Central Missouri application for admission (with application fees waived).
 - e. Students seeking admission to the UCM/SFCC Concurrent Enrollment Agreement must apply to STATE FAIR as an associate degree seeking student and enroll at STATE FAIR through standard procedures.
 - f. Students seeking admission to the UCM/SFCC Concurrent Enrollment Agreement must typically enroll full-time (minimum of 12 credit hours each semester) in the UCM/SFCC Concurrent Admissions program with courses exclusively at SFCC or at UCM and SFCC. Should students take courses at UCM, UCM courses should apply toward the major the student intends to pursue once admitted as a degree-seeking student to UCM.
 - g. Each institution will expeditiously review concurrent applications and transcripts received from students who have applied for admission under the concurrent enrollment program.
 - h. Each institution will communicate its admissions decision for each student who has applied for admission under the concurrent enrollment program, and to notify the other institution of that decision.
 - i. Students applying to STATE FAIR and wishing to participate in the UCM/SFCC Concurrent Enrollment Agreement must meet SFCC's admission requirements, including possessing a high school diploma or passing requirements and testing for a GED. Students wishing to participate in the UCM/SFCC Concurrent Enrollment Agreement may apply for and be accepted into the UCM/SFCC

Concurrent Enrollment Agreement by submitting a UCM application with a standard non-refundable application fee (which is waived for students matriculating through this specialized collaboration). Admission to UCM does not mean admission to all academic programs as some programs have special admittance requirements which are noted in the UCM Undergraduate Catalog.

- j. After acceptance as a concurrently enrolled student, the student must continue to meet all enrollment requirements for both institutions to retain his or her eligibility to participate in the program. Students losing eligibility to participate in the UCM/SFCC Concurrent Enrollment Agreement may continue at STATE FAIR at the discretion of that institution and apply at a later date for transfer admission to UCM.
- k. Students earning transfer credit through a third-party institution must provide an official transcript to both STATE FAIR and UCM for the credit to be reviewed and possibly be applied to their degree in accordance with institutional, state, and federal law as well as accreditation policies.
- l. UCM and STATE FAIR will provide information regarding the concurrent enrollment option to each student who indicates an interest in attending the other by providing printed informational materials or by referring the students to the Website and the online application

B. REGISTRAR:

- a. Each institution will honor the catalog in force at the time of the student's initial enrollment provided the student remains continuously enrolled at either institution this agreement remains in effect. Each institution's catalog policy will apply if the student decides to stop his or her enrollment.
- b. Separate academic records for students will be maintained by each institution, but information from those records, to the extent permitted by law, will be exchanged electronically to facilitate performance of the terms of this Agreement. This exchange will occur on a semester basis.
- c. Students will sign a transcript release agreement (a shared document between UCM and STATE FAIR) allowing each institution to send official transcripts (paper or electronic) upon the completion of each semester in which the student is enrolled at an institution to maintain the accuracy of the degree audit report and to assist with advising practices.
- d. All students participating in the UCM/SFCC Concurrent Enrollment Agreement will be tracked by UCM with a "166" note on SPACMNT in Banner. The details of the note will list the first term admitted to the program.
- e. UCM will monitor the enrollment of students with the concurrent attribute and will share a report on a to be determined schedule with STATE FAIR at the close of the academic term.

C. STUDENT ACCOUNTS/BURSAR:

- a. Should students take courses at UCM, students will pay for STATE FAIR tuition, fees, and other institutional charges through STATE FAIR while participating in the UCM/SFCC Concurrent Enrollment Agreement regardless of whether they are taking courses at UCM or SFCC.
- b. Should students take courses at UCM, students will pay for THE UNIVERSITY OF CENTRAL MISSOURI tuition, fees, and other institutional charges through self-pay (as a result of the student receiving a Financial Aid refund from SFCC). All students utilizing aid from the home institution (STATE FAIR), are fully responsible for making arrangements with UCM's Student Accounts office to make payment. If there is no refund from Financial Aid at SFCC or if the student is self-paying (receiving no student aid and paying all tuition and fees out-of-pocket), then the student is fully responsible for paying all tuition and fees due at UCM during any time the student is enrolled at the university.
- c. Should students take courses at UCM, students at the home institution (STATE FAIR) are fully responsible for receiving aid at STATE FAIR and initiating contact with UCM to pay their portion of the UCM bill (classes taken at UCM). Failure to make payment to their UCM financial account may put them in breach of this collaborative agreement and participation in the UCM/SFCC Concurrent Enrollment Agreement.
- d. Should students take courses at UCM, as required of all UCM students, students participating in the UCM/SFCC Concurrent Enrollment Agreement, must have financial aid or self-pay to cover their previous semesters account balance at time of enrollment in the subsequent semester.

D. ACADEMIC ADVISING

- a. Each student participating in this concurrent program will be assigned a Navigator at STATE FAIR and a Success Advisor at UCM. This approach is embraced by both UCM and STATE FAIR as it facilitates an established relationship with the STATE FAIR student and UCM and vice versa.
- b. Both institutions embrace the philosophy of creation of a concurrent four-year degree plan which is approved by both UCM and STATE FAIR which further solidifies the co-branded collaborative approach for this initiative. This "locked-in" streamlined approach assists students in clearly understanding the pipeline between matriculation at STATE FAIR (and UCM) coursework at both institutions.
- c. Both STATE FAIR and UCM will provide each student participating in the UCM/SFCC Concurrent Enrollment Agreement a "roadmap" which clearly articulates the purpose of this program and charts the path (program requirements) and milestones needed to be successful in this agreement. SFCC

and UCM academic advising personnel will jointly create a brochure (in collaboration with UCM's IMC and SFCC's marketing offices and Registrar's Offices) to be shared with students which both publicizes and articulates program requirements and obligations within.

- d. UCM will provide academic advising in accordance with UCM's articulation agreements and academic planning documents to all concurrent enrollment students at STATE FAIR on a semester basis. Concurrent enrolled students at UCM must contact their academic advisor at UCM prior to enrolling in any course at UCM to avoid an enrollment hold being placed on their record. STATE FAIR students enrolled in the Concurrent enrollment program will be allowed to register at UCM in accordance with UCM's priority registration schedule that is based on the number of hours they have earned.
- e. UCM seeks as seamless a transfer process as possible for STATE FAIR students and such, advising at UCM will work with each student individually to advise which courses will transfer to UCM pending conferral of an Associate degree at STATE FAIR. As such STATE FAIR agrees to collaborate through regular communications in concert together to make the transfer process as transparent as possible.
- f. Students who participate in this collaboration must attend a new freshman student orientation at UCM and any orientation offered through STATE FAIR.
- g. Students must meet at least once each semester with UCM and STATE FAIR academic advisors to determine appropriate course enrollment for each academic semester at both institutions. Failure to meet with a Success Advisor at UCM could jeopardize their continued participation as a concurrent student in the program.
- h. Each institution will provide office space for the partner institution for the purpose of advising students regarding concurrent enrollment.

E. MARKETING AND CO-BRANDING:

- a. STATE FAIR and UCM agree that joint marketing of the UCM/SFCC Concurrent Enrollment Agreement is critical for the success of the program and will strive to work collaboratively to achieve this objective.
- b. STATE FAIR and UCM will publicize the opportunity provided to students including describing the concurrent enrollment program in catalogs, web sites, emails, and other appropriate venues.
- c. Any use of marks, names and logos of either institution shall be approved by the institutions' respective Enrollment Management/Institutional Leadership team, licensing and trademarks departments, the SFCC Marketing and Communications Office and the UCM Office of Integrated Marketing and Communications.

- d. All media placements external to those owned by the institutions are subject to approval by both institutions, such as promotional plans, advertising and marketing materials regarding this concurrent enrollment agreement.

F. HOUSING:

- a. For those STATE FAIR students electing to reside in UCM-operated housing, they must abide by all provisions in UCM's Housing and Dining Contract. Exceptions to the on-campus housing requirement may be granted upon request in accordance with UCM's residential Life policies and if students meet criteria found in the Request for Exemption from UCM's Residency Requirement form
- b. All students participating in the UCM/SFCC Concurrent Enrollment Agreement must take at least one three (3) credit class with UCM to be eligible to live in housing at UCM during any given semester. Students must maintain at least three (3) credit hours at UCM throughout the duration (semester to semester) in the UCM/SFCC Concurrent Enrollment Agreement to continue to be eligible for housing at UCM.
- c. If a student is living on campus at UCM, the UCM Housing office will then report this to STATE FAIR financial aid office for their cost of attendance (COA) documentation to be accurate. STATE FAIR will provide the student with the aid, but any payment to UCM from the aid provided from STATE FAIR must come directly from the student. All students utilizing aid from the home institution (STATE FAIR), are fully responsible for making arrangements with UCM's Student Accounts office to make payment.
- d. Timing and differences in cost: STATE FAIR begins the fall semester one week later than UCM. Students will move onto campus per the UCM course schedule and will stay one week longer than the UCM schedule to complete classes at STATE FAIR. Students will be financially responsible for the extra week of housing. UCM does allow students to stay in the residence halls during breaks for an additional cost (\$50 for fall break and spring break, \$100 for semester break, cost subject to change per UCM procedures). The Spring start dates at STATE FAIR and UCM are usually identical and no issues are presented with this calendar documentation. However, UCM's Spring end date is a week later which would add one additional week of costs. These costs of attendance differences at UCM will be automatically added into STATE FAIR's cost of attendance as well for financial aid purposes. The student is responsible for providing payment for their housing obligations per STATE FAIR providing funding directly to the student to make payment.

G. FINANCIAL AID:

- a. Both UCM and STATE FAIR commit to clearly communicate via official communications channels (e.g., campus email) to all students participating in the UCM/SFCC Concurrent Enrollment Agreement that the "home school" awarding aid to them is responsible for ALL aid including federal, state, and institutional. There will be no "mixing" of aid between STATE FAIR and UCM to prevent any instances of "double-dipping" of aid between schools. For example, no UCM transfer scholarships will be awarded to STATE FAIR students while they are

participating in the UCM/SFCC Concurrent Enrollment Agreement. As we are encouraging the student to complete the Associate Degree first, the orderly transition of aid between STATE FAIR and UCM can occur once the student has completed their Associate degree and is ready to start the UCM bachelor's degree at which time UCM would become the "home institution" and award all aid to the student.

- b. UCM commits to a \$1,500 one-time "completion" scholarship for all students who meet the following qualifications: (a) successfully matriculate into the UCM/SFCC Concurrent Enrollment Agreement, (b) graduate with an Associate Degree and, (c) matriculates successfully and seamlessly into a Bachelor's degree granting program at UCM to be paid out over two semesters at \$750 a semester in their Junior year at UCM. This scholarship can be "stacked" on any other scholarship (private or institutional) or grant the student receives. Students participating in this Concurrent Enrollment Agreement are eligible to receive the UCM merit-based Transfer Scholarships.
 - c. For financial aid purposes, as long as a student stays enrolled as a concurrent student, STATE FAIR will be the Home Institution for Title IV purposes (as that term is used for financial aid purposes) until completion of the associate degree. UCM will become the "home institution" for Title IV purposes after the student has completed his or her associate degree or at such time the student formally transfers to UCM when all regular transfer policies would apply.
 - d. A consortium agreement would cover the agreement between UCM and STATE FAIR. The purpose of the consortium agreement is that this provides language and stipulations for students, so they understand how they are being funded at STATE FAIR to attend both STATE FAIR and UCM concurrently. This consortium agreement would provide the following: (a) student would need to enter into and sign this agreement each year that they are enrolled in the UCM/SFCC Concurrent Enrollment Agreement, and (b) in concert with the UCM Registrar student must provide documentation that the classes the student is taking are eligible for credit and the STATE FAIR registrar provide the same documentation which stipulates that credit given is applicable towards the concurrent relationship in the same program.
 - e. Students participating in the UCM/SFCC Concurrent Enrollment Agreement will be eligible to receive Title IV funding from only one degree granting institution (STATE FAIR). It is the student's responsibility to verify enrollment in and for the payment of classes at UCM. Students will be required to designate their Home Institution (STATE FAIR) for federal and state aid purposes. Under no circumstances will a student receive state and/or federal aid from both institutions in any given term.
2. Additional joint responsibilities by both UCM and STATE FAIR:
- a. UCM will work in good faith to effectuate the intent of this Agreement and will encourage STATE FAIR students who express an interest in the concurrent enrollment program to complete an Associate degree before transferring to UCM.

- b. STATE FAIR will work in good faith to effectuate the intent of this Agreement, and will encourage STATE FAIR graduates in the concurrent enrollment program to enroll at UCM after such STATE FAIR students complete an Associate degree as part of this pre-designed pathway pipeline opportunity who started as a freshman student at STATE FAIR and culminates with a seamless transition (upon completion of an Associate Degree at STATE FAIR) to UCM as an upperclassman.
 - c. Abide by the academic and student conduct policies of STATE FAIR for STATE FAIR courses.
 - d. Abide by the academic and student conduct policies of UCM for UCM courses.
 - e. All administrative departments at both institutions who are participating in this joint concurrent collaboration agree to have a once a semester check in with their counterparts at each college.
 - f. Students are expected to regularly manage email accounts at both institutions as they are the official means of communication with students.
 - g. Each institution will exchange information within legal guidelines about specific students with the goal of making students aware of scholarships, financial aid, and the potential to satisfy degree requirements by transferring coursework between both institutions.
 - h. Except as otherwise provided herein, each institution will be responsible for its own costs related to the performance of the obligations undertaken to fulfill this agreement.
6. In support of the UCM/SFCC Concurrent Enrollment Agreement, STATE FAIR will:
- a. Identify and support a program contact person/advisor for the UCM/SFCC Concurrent Enrollment Agreement program.
 - b. Manage federal and state financial aid for eligible UCM/SFCC Concurrent Enrollment Agreement students.
 - c. Participate in a financial aid consortium agreement with UCM for students in the UCM/SFCC Concurrent Enrollment Partnership program.
 - d. Provide UCM/SFCC Concurrent Enrollment Agreement participants in STATE FAIR identification (ID) and full access to all STATE FAIR programs and services.
 - e. Communicate with UCM regarding student program application, program status, course enrollment, course completion, academic standing, GPA, continued eligibility, and student conduct matters.

- f. Provide opportunities for UCM contact person(s) and/or staff to meet with UCM/SFCC Concurrent Enrollment Agreement students onsite to discuss course/program/transfer requirements prior to enrollment period.
- g. Discontinue a student's participation in this program if a student is dismissed from either STATE FAIR or UCM, fails to meet continued eligibility guidelines, or fails to fulfill financial obligations. Note that dismissal at STATE FAIR from the UCM/SFCC Concurrent Enrollment Agreement or STATE FAIR itself for academic or disciplinary reasons does not exempt the student from their financial obligations at both STATE FAIR and UCM.
- h. Complete official transcript exchange for students in this program at the completion of the term once grades are final at SFCC at no charge to the student. This process can be initiated through a transcript release form (signed by both institutions) which guarantees that each school will send a transcript each semester at no charge to the student.
- i. Send a bill for STATE FAIR charges directly to the student's permanent home address (this will be done by STATE FAIR Business Office). Students also receive a statement of charges upon enrollment each semester.
- j. Be authorized to bill and collect all STATE FAIR fees and tuition according to STATE FAIR rates and policies.

7. In support of the UCM/SFCC Concurrent Enrollment Agreement, UCM will:

- a. Identify and support a program contact person/advisor for the UCM/SFCC Concurrent Enrollment Agreement program.
- b. Communicate with STATE FAIR regarding student program application, program status, course enrollment, course completion, academic standing and GPA.
- c. Participate in a financial aid consortium agreement with UCM for students in the UCM/SFCC Concurrent Enrollment Agreement program.
- d. Communicate with UCM regarding student program application, program status, course enrollment, course completion, academic standing, GPA, continued eligibility, and student conduct matters.
- e. Provide opportunities for UCM contact person(s) and/or staff to meet with UCM/SFCC Concurrent Enrollment Agreement students onsite to discuss course/program/transfer requirements prior to enrollment period.
- f. Discontinue a student's participation in this program if a student is dismissed from either STATE FAIR or UCM, fails to meet continued eligibility guidelines, or fails to fulfill financial obligations.

- g. Complete official transcript exchange for students in this program at the completion of the term once grades are final at UCM at no charge to the student.
- h. Students will receive a monthly email notification about their UCM billing statement. They will need to login to MyCentral to view it.
- i. Be authorized to bill and collect all UCM fees and tuition according to UCM rates and policies.

7. General Provisions:

- a. This Agreement will commence with the start of the Fall 2022 semester and is effective for a period of 10 years and may be renewed or amended by the consent of both parties. This agreement encompasses all regional campuses or centers for both institutions including STATE FAIR at WAFB.
- b. Either Party may terminate this Agreement by giving the other Party written notice one year in advance of the anticipated termination. Any termination under this provision shall be without penalty and neither Party shall be liable to the other for any monetary or other losses that may result. In the event the Agreement is terminated, the Parties will make every effort to not disadvantage individual students who are already participating in the benefits accruing to them as a result of this Agreement.
- c. The Provost at UCM and the President at STATE FAIR will appoint a committee each year to review this Agreement and determine the desirability of terminating or expanding it. Administrative, faculty, and student input are encouraged. Input from concurrent students are particularly encouraged.
- d. All marketing and promotional material and any other material used in the program shall be jointly approved by each institution. Each institution may charge its relevant tuition and fees for the courses it offers under this program and may retain the revenues it generates from those course offerings.
- e. For purposes of administering this Agreement, the Parties' respective points of contact are:

For UNIVERSITY OF CENTRAL MISSOURI:
 Name: Dr. Roger Best
 Phone: 660-543-4112
 Email: best@ucmo.edu

For STATE FAIR:
 Name: Dr. Joanna Anderson
 Phone: 660-596-7223
 Email: janderson@sfcmmo.edu


- f. This Agreement may be executed in any number of counterparts, and by any Party on separate counterparts, each of which as so executed and delivered shall be deemed an original, but all of which together shall constitute one and the same instrument.
- g. This Agreement embodies the entire agreement and understanding of the Parties hereto in respect of the undertakings contemplated hereby, supersedes all prior agreements and

understandings among the Parties with respect thereto, and may be amended, modified or supplemented only by a written instrument executed by all of the Parties hereto.

- h. This Agreement is subject to all federal laws, the Constitution of the State of Missouri, and the Revised Statutes of Missouri. During the term of this Agreement, each institution shall take such actions, including revising this Agreement, as necessary or advisable to comply fully with all laws, rules and regulations applicable to the performance of this Agreement, including without limitation the Family Educational Rights and Privacy Act.
- i. All of the provisions of this Agreement shall be severable. In the event that any provision of this Agreement is found by a court of competent jurisdiction to be unconstitutional or unlawful, the remaining provisions of this Agreement shall be valid unless the court finds the valid provisions of this Agreement are so essentially and inseparably connected with and so dependent upon the invalid provisions that it cannot be presumed that the parties to this Agreement could have included the valid provisions without invalid provisions; or unless the court finds that the valid provisions, standing alone, are incapable of being performed in accordance with the intentions of the Parties.
- j. The waiver by either Party of any term, covenant, or condition hereof shall not operate as a waiver of any subsequent breach of the same or any other term. No term, covenant, or condition of this Agreement can be waived except by the written consent of the other Party, and forbearance or indulgence by either Party in any regard whatsoever shall not constitute a waiver of any term, covenant or condition to be performed by the other Party to which the same may apply and, until complete performance of said term, covenant or condition, the Parties shall be entitled to invoke any remedy available to it under this Agreement or by law despite any such forbearance or indulgence.

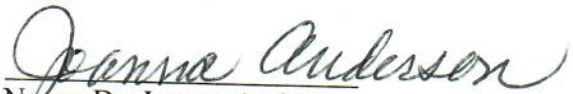
This Agreement is entered into as of the last date of the signatures contained below.

For UNIVERSITY OF CENTRAL MISSOURI:



Name: Dr. Roger Best
Phone: 660-543-4112
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ADDENDUM A - Reverse Transfer

Reverse Transfer Agreement:

- a. STATE FAIR transfer students at THE UNIVERSITY OF CENTRAL MISSOURI may transfer credits for course work earned at THE UNIVERSITY OF CENTRAL MISSOURI to STATE FAIR for the purpose of completing some requirements for an associate degree.
- b. A STATE FAIR student must have completed a minimum of 15 credit hours at 100 level or above at STATE FAIR to qualify for the reverse transfer agreement.
- c. Such 'reverse transfer' authority is intended to allow STATE FAIR students who may transfer to THE UNIVERSITY OF CENTRAL MISSOURI prior to achieving their associate degree the advantage of completing such a degree pending their further efforts toward obtaining a baccalaureate degree.
- d. Such 'reverse transfer' authority is also intended to allow students, who may, for various reasons, leave THE UNIVERSITY OF CENTRAL MISSOURI prior to completing their baccalaureate degree or who are interested in completing the associate degree while attending THE UNIVERSITY OF CENTRAL MISSOURI, the opportunity to apply the credits they have earned up to that point toward achieving an associate degree at STATE FAIR.
- e. Students who qualify for Concurrent Enrollment (referenced above), will be encouraged to complete an associate degree and explore opportunities for reverse transfer.
- f. Students will sign a transcript release agreement (a shared document between UCM and STATE FAIR) allowing each institution to send official transcripts (paper or electronic) upon the completion of each semester in which the student is enrolled at an institution to maintain the accuracy of the degree audit report and to assist with advising practices.