



Transfer Agreement  
Between  
Bellevue University  
And  
Allen County Community College

In accordance with the Kansas Board of Regents policy on transfer, Allen County Community College and Bellevue University recognize the need and importance of facilitating the transfer of students and graduates from one institution to the other as they pursue their educational goals. Recognizing that many students engage in education as a life-long learning process, Allen County Community College and Bellevue University enter into this agreement to provide a transfer path to a baccalaureate degree.

**SECTION 1 - PURPOSE**

1. This agreement Allen County Community College, located at 1801 N Cottonwood, Iola, KS 66749 and Bellevue University located at 1000 Galvin Road South, Bellevue, NE 68005, is for the purpose of providing students in the state of Kansas enhanced access to upper division undergraduate programs.
2. This agreement defines the nature of the relationship and responsibilities between Bellevue University and Allen County Community College. The parties mutually understand that this agreement is intended to represent a good faith effort to accommodate the partnership and carry out the parameters defined below.
3. This agreement shall be always carried out by both parties in compliance with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99).

**SECTION 2 - TRANSFER QUALIFICATIONS**

1. Bellevue University prefers that transfer students obtain an associate degree, or approximately 60 credit hours prior to transfer. All applicants not meeting these standards will be referred to the Community College for additional coursework whenever possible. Both institutions will work together to mutually support the needs of their students, and the needs of their respective partner institutions.
2. Allen County Community College students transferring with an associate degree will receive credit for all coursework in their degree program and will enter Bellevue University with junior status. This is applicable for both the traditional bachelor's degree program and the accelerated bachelor's degree completion program.
3. All Allen County Community College transfer students may submit unofficial transcripts to Bellevue University for initial evaluation and to be provided information on remaining requirements for degree completion. Official transcripts are required prior to admittance.
4. Allen County Community College transfer students must complete a minimum of 30 hours in residence with Bellevue University. On-line courses satisfy residence requirements.
5. Allen County Community College transfer students must meet all catalog requirements for their degree program.

**SECTION 3 - OBLIGATIONS OF ALLEN COUNTY COMMUNITY COLLEGE**

1. Allen County Community College will inform students of transfer opportunities to Bellevue University under this agreement by posting links to the agreement and BU portal on their website.
2. Provide academic advising services to assist Allen County Community College students interested in transferring to BU in choosing courses that will best prepare them to complete the associate degree.
3. Allow Bellevue University representatives access to various contacts within the community colleges to schedule classroom and other presentation opportunities and for general recruitment purposes. Allen County Community College will provide guidance on the appropriate process and protocol to follow in requesting faculty appointments and classroom presentations. Those contacts will include, but are not limited to faculty, program directors, advisors, managers and other school personnel.
4. Allen County Community College agrees to provide Bellevue University students and Bellevue staff residing in the local area of their respective community colleges access to library services and computers in the libraries.
5. In the event of any agreed upon shared marketing effort, Allen County Community College will provide updated logos to produce co-branded promotional material. Allen County Community College reserves the right to review in advance any information including, but not limited to, websites, cobranded web portals, and in- print marketing publications.
6. Student Information: Upon request, Allen County Community College will provide an annual report of associate degree graduates from the previous academic year which may include but not limited to students' names and email addresses.

**SECTION 4 - OBLIGATIONS OF BELLEVUE UNIVERSITY**

1. Allen County Community College student inquiries in which the student requires an associate degree or equivalent lower- division credits will be referred to the Allen County Community College admissions department for additional coursework completion.
2. Bellevue University will create and maintain a co-branded microsite to provide Allen County Community College students information relevant to transfer requirements, partnership agreements, and additional information as agreed upon by the partner institution.
3. An annual meeting will be coordinated by Bellevue University with a representative from Allen County Community College for the purpose of reviewing all aspects of the partnership.
4. Bellevue University will maintain all transcript records for Bellevue University coursework, as well as handle the processing and administration of all Bellevue University student transactions.
5. Bellevue University will work closely with Allen County Community College to coordinate a press release and press conference to announce the transfer agreement and enhance awareness of the opportunity for students.

- 6. On condition of receipt of data from Allen County Community College, Bellevue University agrees to a reciprocal obligation of providing transfer information on admissions and enrollment, academic performance, and graduation of two-year students. All data shall be provided in disaggregate form and in compliance with federal, state, and local laws relevant to the monitoring and execution of this agreement.
- 7. Students and Graduates of Allen County Community College are eligible to participate in the Tuition Discount Program. Current tuition rate will be \$350.00 per credit hour for degree seeking, full time Undergraduate courses which may be revised annually on July 1<sup>st</sup>, at the sole discretion of Bellevue University.

**SECTION 5- ACCREDITATION**

- 1. Bellevue University and Allen County Community College will ensure that they maintain any applicable accreditation with the appropriate regional accrediting body and/or any applicable state or federal authorization requirements and ensure that all operations will be in keeping with any applicable requirements. This AGREEMENT shall be effective upon executive signatures below and any necessary state approvals that may be required and shall continue in force and effect until either party requests amendment or termination of said AGREEMENT. Amendment shall occur at the mutual agreement of both parties. Termination shall occur upon written notice by either party to the other submitted ninety (90) days prior to the termination date. Bellevue University programs in progress at the time of termination shall be permitted to run to completion for the sake of the student participants.

**ACCEPTANCE BY PARTIES**

The parties are committed to the concept of a long-standing agreement. This agreement may be amended when terms are added, deleted, or significantly modified. Amendments must be in writing and may take the form of letters signed by the signatories or their designees. The agreement may be reviewed at any time at the request of either party.

**SIGNATURES:**

**Allen County Community College**

*Jon Marshall*  
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 Jon Marshall, Vice President for Academic Affairs

*1-25-22*  
 \_\_\_\_\_  
 Date

**Bellevue University**

DocuSigned by:  
*James Nekuda*  
 \_\_\_\_\_  
 Vice President, Bellevue University

1/26/2022  
 \_\_\_\_\_  
 Date

DocuSigned by:  
*Mary Hawkins*  
 \_\_\_\_\_  
 President, Bellevue University

1/26/2022  
 \_\_\_\_\_  
 Date