

**Agreement Between**  
**Nashville State Community College**  
**and**  
**Middle Tennessee State University**

**RE: Dual Admissions, Concurrent Enrollment, Reverse Transfer,  
Consortium Agreements and Cooperative Advising for Students**

The following (Agreement) between Nashville State Community College (NSCC) and Middle Tennessee State University (MTSU) provides a framework for programs designed to enhance the educational experience of students attending both schools including but not limited to:

1. Dual Admissions
2. Concurrent Enrollment
3. Reverse Transfer
4. Consortium Agreements
5. Cooperative Advising

The purpose of this Agreement is to establish programs to promote successful experiences for students who wish to complete the associate degree and baccalaureate degree at the two institutions and to facilitate student attainment of these degrees.

More specifically the goals are:

1. To offer joint admissions and opportunities to enroll in classes concurrently at both institutions.
2. To enable students to receive Financial Aid based on combined enrollment.
3. To eliminate barriers for students in attaining their educational goals.
4. To improve academic program articulation.
5. To improve student success and retention.

The programs that the parties may consider providing are generally defined as follows:

**“Dual Admission”** offers a structured, guaranteed pathway to assist students in progressing from an associate’s degree program directly to a bachelor’s degree program. The student is admitted to both NSCC and MTSU. In addition, the dual admission program provides enhanced advisement and transition support services to help the student.

**“Concurrent Enrollment”** provides students access to facilities and programs offered jointly by NSCC and MTSU including: 1) The ability to attend both schools simultaneously or alternately, 2) MTSU ID, 3) computer/internet account, 4) library access, 5) access to sporting events, 6) transfer transcript evaluation, 7) student access to their transcript online with degree plan analysis.

**“Reverse Transfer”** allows students to transfer course work from MTSU back to NSCC to complete requirements for the associate’s degree. This program is specifically designed to facilitate completion of the associate’s degree. Students must complete a total of 15 earned

credit hours towards the associate's degree at NSCC to pursue the reverse transfer of credits from MTSU to NSCC to earn an A.S. or A.A. Additionally, students may need to complete the exit exams at NSCC in order to receive their degree.

MTSU will endeavor to provide NSCC with information on transfer students to help NSCC officials identify students who could benefit from reverse transfer of courses.

If a student is not participating in these programs but elects to independently pursue a "Reverse Transfer," written authorization and signature from the student is required to release the student's transcript to NSCC.

**"Cooperative Advising"** of students will be provided jointly by both institutions for students participating in the Reverse Transfer, Concurrent Enrollment and/or Dual Admission programs. MTSU will allow participating NSCC transfer students to register for MTSU courses during the normal "priority" period provided for currently enrolled MTSU students based on earned hours. NSCC students will be required to speak with an academic advisor from MTSU before registering. Students participating in the program will be encouraged to complete the associate degree at NSCC. MTSU and NSCC will assist students in recognizing courses appropriate for transfer credit.

The following terms and conditions apply:

### **Eligibility to Apply for Dual Admission**

A student must meet the following conditions to be eligible:

- planning to pursue a Bachelor's Degree
- meets current admission criteria for a TBR community college
- earned 29 or fewer college-level semester hours and a cumulative GPA of 2.0; cumulative 2.75 GPA for the A.S.T. Degree
- enters a community college under the 2004 or later catalog (the common general education core curriculum was implemented in fall 2004)

### **Eligibility for Concurrent Enrollment** (simultaneously or alternately)

To participate in concurrent enrollment at any time, a student must be admitted for the term of participation based on MTSU's admission standards. After acceptance under dual admission, the student must meet MTSU's admission standards to participate in concurrent enrollment on a term-by-term bases. All participants must continually maintain 2.0 cumulative GPA based on MTSU's grading and repeat policy to be eligible to continue in concurrent enrollment and retain their eligibility to participate in the program. Students accepted under concurrent enrollment may co-enroll, alternate enrollment between institutions, or simply transfer in consultation with the MTSU advisor.

### **Ineligibility**

Students losing their eligibility to continue in classes at either institution lose their eligibility to participate in the dual admission/concurrent enrollment program. Each institution reserves the right to allow students to continue at their respective institution.

## **Consortium Agreement and Financial Aid**

1. Federal financial aid will be available for qualified Students. NSCC and MTSU will execute a Consortium Agreement which will be in compliance with all applicable federal and state statutes, rules and regulations, and which will allow the award of federal financial aid. The two institutions will determine the “home institution” for each student for federal financial aid purposes and establish the terms and conditions for distributing federal financial aid. Students will receive federal financial aid only through their home institution and the other institution will be designated as host.
2. For students who are enrolled in classes at both NSCC and MTSU in the same term, financial aid will be calculated based on the student’s combined credit hours. Residency classification for financial aid purposes will be determined by the student’s home institution.
3. The home institution will be responsible for reporting the combined enrollment status to the National Student Clearinghouse and the host institution (institution not designated as home) will exclude the student from enrollment reporting to the national Student Clearinghouse.

## **Other Stipulations**

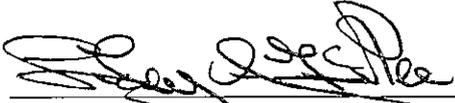
- 1) The Registrar’s Offices at NSCC and MTSU will maintain education records for students for classes taken at their respective institutions. NSCC and MTSU will automatically exchange student transcript information at the end of each academic term. Additional student education records will be disclosed by one institution to the other upon request.
- 2) NSCC and MTSU will work together to develop electronic data interchange information technologies to facilitate the disclosure of student education records between the institutions.
- 3) The transfer of credits between NSCC and MTSU will be processed pursuant to the policies and procedures of the institution that will be accepting the transfer credits.

## **Student Grievances and Conduct**

1. Students will comply with all applicable NSCC and MTSU policies, rules, regulations, ordinances and conduct codes.
2. Each institution will use its own administrative processes and procedures to address (a) complaints or grievances relating to its administration, faculty, staff, the student, other students, classes, services or facilities and (b) violations of its policies, rules, regulations, ordinances and/or conduct codes.

**Termination and renewal of this memorandum of agreement:**

- a. This Agreement will commence with the start of the fall semester 2012 for a period of five years. It will terminate with the start of the fall semester 2017 unless it is renewed.
- b. Prior to the termination of the Agreement, the Agreement may be renewed with the consent of both parties for a period of five years.
- c. The Agreement may be terminated by either institution by submitting written notice of the intent to terminate. The termination notice must be submitted at least one year in advance of the effective date of the termination.
- d. In the event this Agreement is terminated, both parties agree to make every effort to transition individual students who are already part of the program to facilitate degree completion.
- e. Each institution will be separately responsible for compliance with all federal and state nondiscrimination laws.



Dr. Sidney A. McPhee  
President  
Middle Tennessee State University



Dr. George H. Van Allen  
President  
Nashville State Community College