

**Transfer Agreement  
between  
Donnelly College  
Associates to Bachelors Completion (ABC) Program  
and  
Metropolitan Community College-Kansas City**

## **INTRODUCTION**

Donnelly College's Associates to Bachelors Completion (ABC) Program is designed to allow students the opportunity to reduce their cost of education while completing a high quality and very flexible bachelor's degree. The ABC program is designed to provide more than a transfer agreement between Donnelly College and the Junior College District of Metropolitan Kansas City, Missouri (MCC); rather, it serves as the foundation of our joint commitment to serve higher education needs in our community.

Donnelly and MCC enter this agreement in formal recognition of the ABC Program as an instrument through which students may make a seamless transition from MCC to Donnelly College, as well as developing an opportunity for students to return to MCC from Donnelly for courses as needed in completion of their bachelor's degree.

## **TRANSFER PROCESS**

### **Students with Earned Associates Degrees from MCC**

Students who earn Associate in Applied Science (AAS), Associate in Arts (AA), or Associate in Science (AS) degree from MCC will have their degree accepted in its entirety toward a bachelor's degree at Donnelly College. Students may remain or return to MCC to complete the following:

- AAS students may complete the course requirements to earn an AA or AS from MCC and transfer up to 79 hours of lower-level course work.
- AA and AS students may complete the coursework for a minimum 30 credit-hour concentration for the Bachelor of Applied Science (BAS) degree, fulfill a two-semester foreign language requirement for the Bachelor of Arts (BA) degree, and/or complete elective hours and transfer a total of 79 hours of lower-level course work.

All concentrations, consisting of a minimum of 30 credit-hours, awarded by MCC will be recognized as concentrations within the BAS degree at Donnelly College.

### **Students without Associates Degree Transferring from MCC**

MCC students transferring to Donnelly College under the ABC Program will have their course work evaluated for equivalency to Donnelly College associate degree requirements. Students

transferring courses without a degree from MCC will transfer only 100 level courses and above with a grade of “C- or better” up to a total of 79 hours, depending on major.

Eligible and interested students are permitted to transfer certain course work from Donnelly College MCC to complete requirements for an Associate’s Degree. This process is called Reverse Transfer. Students enrolled at Donnelly College who previously attended MCC or are currently enrolled at MCC and transfer a minimum of 45 credit hours to Donnelly College will be eligible for reverse transfer credit to facilitate the respective community college degree completion.

### **Degree-completion Requirements**

Upon completion of transfer to Donnelly College, students must fulfill the degree requirements as outlined in the Donnelly College Catalog at the time of the transfer.

### **RESPONSIBILITIES OF DONNELLY COLLEGE**

Donnelly College will support this agreement as follows:

- Provide training and information regarding the ABC Program and scholarship opportunities as requested by MCC advisors, or other personnel.
- Provide onsite advising to prospective transfer students as arranged in cooperation with MCC advisors.
- Provide MCC with student follow up reports regarding transferring students.
- Provide ABC Program and other Donnelly College materials as requested by MCC personnel.
- Notify MCC advisors of program changes.
- Annually review this agreement.

### **RESPONSIBILITIES OF MCC**

MCC will support this agreement as follows:

- Support a collaborative marketing effort with Donnelly College personnel to ensure MCC students are aware of the ABC Program.
- Provide Donnelly College access to MCC graduates, as allowed by MCC policies, to include directory information of students that have not requested exclusion.
- Provide Donnelly College a listing on the MCC website as an articulating program.

- Include the Donnelly College ABC Program in MCC literature as deemed appropriate by MCC.
- Designate a MCC liaison to the ABC Program.
- Provide training and promotional opportunities at MCC locations.

**RESPONSIBILITIES OF BOTH MCC AND DONNELLY COLLEGE**

In support of this agreement and the ABC Program, both MCC and Donnelly College agree to the following.

- Provide website links connecting students visiting with either site to this agreement.
- Annually review this agreement.
- Provide ongoing mutual support in the promotion and continuation of the ABC Program.
- Each party to this Agreement shall be solely responsible for any and all actions, suits, damages, liability, or other proceedings brought against it as a result of the alleged negligence, misconduct, error, or omission of any of its trustees, officers, agents, or employees. Neither party is obligated to indemnify the other party or to hold the other party harmless from costs or expenses incurred as a result of such claims.

**SUMMARY**

The ABC Program is designed to expand educational opportunities in the community jointly served by MCC and Donnelly College. Through this agreement, students at MCC will be provided an opportunity to complete a bachelor’s degree in their community.

The parties have caused this Agreement to be executed and do each hereby represent and warrant that their respective signatory whose signature appears below has been and is, on the day and year first written below, fully authorized by all necessary and appropriate actions to execute this Agreement.

Mark S. James  
 Mark James  
 Chancellor  
 Junior College District of Metropolitan  
 Kansas City, Missouri

Robert Bartunek  
 Robert Bartunek  
 President  
 Donnelly College

5/6/2014  
 Date

5/7/2014  
 Date