

# Southwestern College Professional Studies and Kansas City Kansas Community College

## Memorandum of Agreement

### Introduction

This agreement formally recognizes that **Southwestern College Professional Studies** and **Kansas City Kansas Community College** are both active educational partners in providing educational opportunities for currently enrolled and potential students of our combined institutions. Both **Southwestern College Professional Studies** and **Kansas City Kansas Community College** share a commitment to increasing opportunities for student access to and success in higher education. Agreement to this partnership requires a commitment by both institutions to facilitate a student's ability to transfer into an undergraduate degree program without jeopardizing the intended mission and stated goals of either institution.

### Purpose

This agreement defines a structure through which articulation on all levels can be supported. This agreement is specifically designed to allow for maximum transfer of credit and a seamless transition for students earning an associate degree. Development and distribution of all transfer articulation products (e.g. brochures, checklists or transfer guides) are the responsibility of **Southwestern College Professional Studies**. **Southwestern College Professional Studies** will honor the input from **Kansas City Kansas Community College** so that the most efficient transfer possible may be achieved for the student. **Southwestern College Professional Studies** and **Kansas City Kansas Community College** agree to develop a working plan which may include:

1. Creation and implementation of transfer material.
2. Counselor/advisor and faculty interchange.
3. Determination of location and method of distributing advisement information.
4. Distribution of transfer information on the Internet including the ability to electronically link both institutions through their transfer websites.
- 5.

### Transfer Elements

1. All coursework presented by students who have earned an associate degree from **Kansas City Kansas Community College** will transfer to **Southwestern College Professional Studies**, with the exception of varsity athletics or courses identified by the first institution as developmental/remedial. A maximum of 64 hours earned at two-year colleges will apply to the bachelor's degree, including transcribed credit hours for life experience. Students transferring with an associate degree from **Kansas City Kansas Community College** will not be required to take any further general education course work if they have already completed English Composition I and II as well as a college level math course (preferably College Algebra). Students will only be required to complete coursework in their chosen major plus any additional course work needed to total 60 hours of upper division course work. Students must have a minimum of 124 credit hours to graduate from **Southwestern College**.
2. Students from **Kansas City Kansas Community College** will be guaranteed admission to any chosen program offered through **Southwestern College Professional Studies** upon satisfaction of all other conditions for admission, as stated in the **Southwestern College** catalog. **Southwestern College Professional Studies** admission requirements include:
  - High school graduation or GED;

- A minimum of three years work experience (or satisfactory interview with the director of academic affairs explaining why this can be waived).
3. Although **Professional Studies** programs only require a minimum of 30 earned hours before entrance, it is preferable that **KCKCC** students enter with an A.A., A.S., A.G.S., or A.A.S. from **Kansas City Kansas Community College**.
  4. Upon completion of the bachelor's degree, the associate degree will be listed on the baccalaureate transcript.

**Southwestern College Professional Studies** will honor this agreement with all associate degree granting institutions currently accredited or in candidacy status by regional or national accrediting bodies recognized by the U.S. Department of Education. **Kansas City Kansas Community College** agrees to notify **Southwestern College Professional Studies**, of any adverse changes in its accreditation status.

Transfer literature for degrees offered at **Southwestern College Professional Studies**, will be provided upon request by contacting the Professional Studies administrative offices.

No financial implications concerning the transfer or exchange of cash, equipment, or real estate is intended or implied by this agreement. **Southwestern College Professional Studies** and **Kansas City Kansas Community College** are separate and independent institutions of higher education and intend to remain so. The administrators of **Southwestern College Professional Studies** and **Kansas City Kansas Community College** are authorized to prepare and implement plans of action and procedures necessary to effect this agreement.

**Longevity of Agreement**

This agreement will be in effect for three years from the date of administrative endorsement, below. Renewal of agreement with appropriate content changes will be discussed at the end of this time period. Renewal of this agreement requires the written consent of both **Southwestern College Professional Studies** and **Kansas City Kansas Community College**. Transfer literature will be updated on an annual basis.

**Southwestern College Professional Studies**

**Kansas City Kansas Community College**

 2/10/10  
(date)

 2/25/10  
(date)

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