

Reverse Transfer Program

Memorandum of Understanding Harrisburg Area Community College And Alvernia University

The Reverse Transfer Agreement (hereinafter "Agreement") is made between Alvernia University ("Alvernia"), 400 Saint Bernardine St, Reading, PA 19607, and Harrisburg Area Community College ("HACC"), One HACC Drive, Harrisburg, Pennsylvania, 17110. In consideration of the mutual promises and conditions contained in this Agreement, Alvernia and HACC (collectively, the "Parties") mutually agree as follows:

Pursuant to the Agreement, the Parties establish a reverse transfer program that will benefit students who transfer from HACC to Alvernia before earning an Associate's Degree the opportunity to transfer Alvernia credits back to HACC to apply towards completion of the HACC Associate's Degree simultaneous with the student's matriculation at Alvernia.

To facilitate this opportunity for current Alvernia students, the parties agree to the following:

Obligations of Alvernia

1. Once a year, HACC will contact current Alvernia University students who meet the following criteria:
 - a. Have earned at least 45 or more credits at HACC, but not an Associate's Degree.
 - b. Have earned 45 or more credits in total (including transfer and Alvernia credits).
2. Alvernia will provide information about the Agreement at the time of confirmation to the University. Students will be provided information on the HACC and Alvernia reverse transfer agreement and offer them the opportunity to have their credits evaluated by HACC for possible application towards an Associate's Degree from HACC.
3. If an Alvernia student expresses an interest in reverse transfer, the student can request an unofficial transcript from the Registrar's office at Alvernia. This form will authorize Alvernia to send transcripts to HACC and will allow Alvernia and HACC to exchange student information for the purpose of evaluating reverse transfer eligibility. Transcripts will be sent to transcripteval@hacc.edu.

Obligations of HACC

1. HACC will accept letter grades of A, A-, B+, B, B-, C+ or C to fulfill their requirements unless otherwise noted in degree requirements.
2. HACC will use upper-division courses to fulfill their lower-division course requirements when applicable.

3. HACC may determine that a student is eligible for a program other than the intended program of study, based on courses completed and intended majors listed on the Alvernia transcript.
4. HACC will provide academic advisement to reverse transfer students.
5. HACC will inform Alvernia of those students who receive their Associate's Degree as a result of the reverse transfer program.
6. HACC students must have earned a minimum of 45 credits at HACC to be eligible to apply for reverse transfer.
7. Students applying for reverse transfer within five years of their last semester of attendance may stay under their original catalog. Students applying after two years will be advised on a case-by-case basis.
8. Upon completion of credits needed for Associate's Degree conferral, the student must be in academic and financial good standing at HACC.

Joint Obligations

- I. Both institutions will develop, disseminate, and present the reverse transfer information to students.
2. To designate a representative or representatives at each institution who will coordinate the reverse transfer process between the two institutions.
3. To provide direct links between Alvernia and HACC websites about the reverse transfer agreement.

General

The Parties hereto are independent contractors and no Party is an employee, agent, partner, franchise or joint venture of another Party. No Party hereto shall have the right to bind the other to any agreement with a third party or to incur any obligation or liability on behalf of the other Party. The Parties shall at all times under this Agreement comply with all Federal, State, and local laws and institutional policies. Both Parties expressly agree to conduct themselves in a manner free of discrimination against any person or entity on the basis of race, ethnicity, national origin, age, gender, religion, political affiliation, qualified disability, sexual orientation, and veteran status. The Parties agree to maintain the privacy and security of personally identifiable information and to prevent disclosure in compliance with Federal laws. The Parties agree to report any suspected child abuse and/or neglect in compliance with State law.

Revision, Renewal and Termination of this Agreement

This Agreement will be in effect as of January 1, 2023. It will be reviewed annually by the appropriate parties at each institution, and will be renewed automatically until superseded by a new agreement, formally terminated, or after five years (January 1, 2028), whichever comes first. In no event shall the termination of this Agreement by either Party take effect before the end of a then current academic term or adversely impact any student who may be participating in the reverse transfer program.

The Alvernia University Office of Admissions and the appropriate offices at HACC are responsible for identifying, and communicating to each other, changes in the policies or requirements of their respective institutions that affect this Agreement.

This Memorandum of Understanding is not intended to and does not create any contractual rights or obligations for the parties executing it or any other parties.

Any dispute arising pursuant to the terms of this Memorandum of Understanding shall be submitted to the Office of the Chancellor of Pennsylvania's State System of Higher Education for final resolution.

The undersigned representatives of the parties, HACC and Alvernia, have executed this Agreement on the dates indicated.

FOR HARRISBURG AREA COMMUNITY COLLEGE:

ski ski@hacc.edu
Ski ski@hacc.edu (Feb 15, 2023 08:55 CST)

Date: Feb 15, 2023

Dr. John J. Sygielski
President

Alfred Griswold
Alfred Griswold (Feb 16, 2023 13:15 EST)

Date: Feb 16, 2023

Dr. Alfred Griswold
Vice President of Academic Affairs

FOR ALVERNIA UNIVERSITY:

JRL
john.loyack (Feb 22, 2023 10:47 EST)

Date: Feb 22, 2023

John R. Loyack
President

Glynis Fitzgerald
Glynis Fitzgerald (Feb 17, 2023 13:05 EST)

Date: Feb 17, 2023

Glynis Fitzgerald, Ph.D.
Senior Vice President and Provost