Memorandum of Understanding

Introduction

Blinn College wishes to partner with transfer institutions interested in ensuring students take the maximum courses possible prior to transfer with all college-level courses earned counting toward their intended field of study or major at the four-year college or university. This Memorandum of Understanding (MOU) formally recognizes that Blinn College herein referred to as BLINN and Texas A&M University-Kingsville herein referred to as TAMUK, are proactive educational partners, committed to providing greater education opportunities and services for students transferring between institutions. Blinn College, located in Brenham, Bryan, Schulenburg, and Sealy Texas it is a public, two-year college accredited by the Southern Association of Colleges and Schools and Texas A&M University-Kingsville, located in Kingsville, TX, is accredited by Southern Association of Colleges and Schools. This commitment strongly supports the concept of seamless transfer that embraces the principle that transfer students should not be required to repeat courses already successfully completed. Both institutions share a common interest in expanding the availability of quality higher education. Each institution, furthermore, is dedicated to serving students from all walks of life, regardless of race, ethnicity, religion, sex, disability, color, age, marital status, national origin or other non-merit factors.

Purpose

The purpose of this MOU is to formalize a partnership to assist students to achieve both associate and baccalaureate completion. This agreement enables Blinn students who transfer to TAMUK to have the college-level credits earned apply, to the greatest extent possible, toward their intended field of study or major, resulting in degree completion and successful employment.

Transfer Equivalency Guides (Program Maps)

In collaboration with the Blinn, Texas A&M University-Kingsville will provide appropriate transfer equivalency guides (program maps) to identify all freshman and sophomore level courses required for specific baccalaureate degrees. This will ensure maximum transferability of courses with the intent that courses taken at Blinn will count toward degree requirements. Where applicable, Texas A&M University-Kingsville will encourage students to complete an Associate degree at BLINN before transfer. If the program map does not meet Associate Degree requirements, both partners agree that the student should transfer and achieve the Associate degree through reverse transfer.

At Texas A&M University-Kingsville, the maximum number of transfer credits that will be applied toward a baccalaureate degree varies by program. Where program maps include greater than 60 credit hours, the student is encouraged to earn the maximum allowable hours before transfer.
TAMUK will notify BLINN of any changes to degree requirements annually and vice versa for BLINN to TAMUK.

Bridge to Transfer

By the completion of 30 college-level hours, Blinn' students will declare the college/university to which they intend to transfer. Upon receiving notice of intent to transfer, TAMUK's and the BLINN's advising/mentoring teams will work together to actively engage the student to support successful completion of the Program Map courses and prepare for transfer.

BLINN and TAMUK agree to provide direct links between their institutional Web sites indicating the existence of this Agreement. Official lists of program maps (AA, AAT, AS, and AAS) approved by both the Blinn and TAMUK will be made available at both institutions.

Transfer of Courses

Core Curriculum:
Completion of the Blinn's Core Curriculum will transfer as a block and will satisfy the Texas 42-hour core general education requirements at TAMUK. If any courses are preferred or required for specific baccalaureate degrees, the courses will be indicated as such in the program maps. In cases where there are not an equivalent course at TAMUK, the course will be transferred as an elective and applied to the relevant core requirement.

Workforce Courses:
Workforce education courses (WECM) are not automatically accepted by TAMUK. It will be up to the department to accept the course along with a substantiation form (which is on the website).

Transfer Admissions Requirements

Upon completion of a program map, Blinn's students will go through TAMUK's transfer process and therefore must meet all applicable requirements and deadlines pertaining to application for admission, orientation and registration, and payment of tuition and fees. They will abide by the policies and procedures, along with any revisions thereof that apply to all students from that institution. Texas A&M University-Kingsville will apply the program map applicable in the year the student enters the Blinn in compliance with Texas Administrative Code Title 19, Part 1, Subchapter B, Rule 4.25.g.

Students with a minimum cumulative GPA of 2.0 or minimum 2.5 GPA for the College of Engineering and any additional admission requirements entering under the terms of this agreement are guaranteed admission into the university. Students who have completed the program map requirements with the minimum cumulative GPA required for entry into the intended field of study or major plus any other admission requirements will be accepted into the program, subject to capacity availability.

Blinn's Associate in Applied Science (AAS) Degree

The Associate in Applied Science (AAS) Degree represents the attainment of depth of technical competency in identified occupational areas. Students transferring an AAS degree to TAMUK will have achieved competency in many areas generally considered to be upper division. However, some courses in the area of general education may still need to be earned. Texas A&M University-Kingsville will provide program maps that maximize the AAS course
requirements and will bridge the two institutions as the student completes the Program Map courses and prepares for transfer.

Provision for Student Financial Assistance

Blinn and TAMUK understand that all rules and regulations regarding the administration of Federal Title IV Student Financial Aid apply to students who may wish to attend both institutions simultaneously. A consortium agreement must be obtained by the student from the Financial Aid Office of their primary “home” institution and submitted to the Financial Aid Office of the “host” institution for completion.

Provision for Campus Visits/Transfer Fairs

TAMUK will offer many options designed to recruit students and alumni. Opportunities include but are not limited to: transfer fairs, campus visits, events posting, and university-specific fairs. Information sessions and Advisors will be available on campus by appointment for transfer planning.

Any marketing or advising materials developed by TAMUK will adhere to the terms of this MOU.

Exchange of Data

Blinn and TAMUK agree to exchange data and documents as agreed that will contribute to the maintenance and improvement of these transfer arrangements, and promote effective cooperation between the two institutions.

Any exchange by the parties of student record information protected by the Family Education Rights and Privacy Act (20 USC § 1232g) and implementing regulations (34 CFR Part 99) shall commit the receiving party to limit the use of such information to the purposes for which the disclosure was made, and to impose such limits on any re-disclosure, and the parties agree to comply with all applicable statutory and regulatory provisions, including, without limitation 34 CFR 99.31, 99.32, 99.33, 99.34 and 99.35.

TAMUK will provide an annual update at the beginning of each fall semester to Blinn on the success of Blinn’s students transferring to Texas A&M University-Kingsville.

Blinn will provide a list of students that are preparing to graduate each term Summer, Fall, and Spring semester to TAMUK.

Reverse Transfer

“Reverse Transfer” allows students to transfer course work from Texas A&M University-Kingsville back to the Blinn to complete requirements for the associate degree. This program is specifically designed to allow students to receive the advantages pursuant to completion of the associate degree when they leave the Blinn prior to degree completion. Texas A&M University-Kingsville and the Blinn will develop a reverse transfer process to provide students with the opportunity to complete the associate’s degree while working on their Texas A&M University-Kingsville bachelor’s degree. Student records will be exchanged between Texas A&M University-Kingsville and the Blinn for this purpose, strictly adhering to all privacy regulations and ensuring compliance with House Bill 3025.

Any student who transfers from a two year degree awarding institution to another Texas public college or university, has completed 25% of the Associate degree (usually 15 college-level
credit hours) and has subsequently earned credits at the transfer institution may qualify for an Associate's Degree at the two year institution.


**Reverse Transfer Guidelines**

1. Transcripts must be identified as a Reverse Transfer. "Reverse Transfer" can be indicated in the address line of the receiving institution (ATTN: Reverse Transcript Office)
2. Student Information
   a. Student's name
   b. Student's current address
   c. Student's current email
   d. Student's date of birth (DOB)
3. Sending Institution Contact Information
   a. Name (Point of Contact)
   b. Title
   c. Telephone number
   d. Email address
4. Send student information and point of contact information to:
   **Blinn Point of Contact**

**Longevity of the Agreement**

This agreement will commence with the start of the fall semester 2017 for a period of three years. It will terminate with the start of the fall semester 2020 unless it is renewed.

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 prior to the start of the date the termination is to become effective.

In the event this agreement is terminated, both parties agree to make every effort to protect individual students who are already part of the program.

This framework of cooperation is agreed to between BLINN and TAMUK

**Contact Information at**

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Blinn College:  

Dr. Mary Hensley  
District President/CEO Blinn College  

Date: 4-27-17  

Texas A&M University-Kingsville:  

Dr. Steven H Tallant  
President, Texas A&M University-Kingsville  

Date: 11/21/17