

# Missouri Reverse Transfer Draft FAQs

## **Q: What is reverse transfer?**

**A:** Reverse transfer is the process of allowing college students or former college students who have completed credits for an associate's degree to receive that degree even if they have transferred to a different college or university, or stopped out of higher education altogether.

## **Q: Who is eligible for reverse transfer?**

**A:** An individual must have earned a minimum of 15 credit hours at a single two-year institution to be eligible for a reverse transfer degree. Individuals are not eligible for the program if they currently possess an associate degree or higher.

## **Q: What institutions may participate in MRT?**

**A:** All Missouri public higher education institutions are required by statute to participate in the Missouri Reverse Transfer Agreement. Independent institutions are invited to participate in the MRTA. A separate MOU will be established between MDHE and the independent institution to formalize their participation. Any independent institution that terminates its participation in the MRTA will continue to honor the agreement for their students with active agreements. Additionally, the submission of necessary student data is a condition of participation in the MRTA.

## **Q: What degrees can be obtained through MRT?**

**A:** An associate degree as identified by the degree-granting institution may be obtained through MRT.

## **Q: Is an associate's degree obtained through MRT different from any other associate's degree?**

**A:** No.

## **Q: How do individuals participate in MRT?**

**A:** All individuals wishing to participate in MRT are required to "opt in" to the program. By doing so, the individual agrees to the exchange of transcript information between the two institutions and is automatically declared for degree candidacy.

## **Q: Can individuals opt out of MRT?**

**A:** If an individual graduates from the host institution, is no longer active there or self-identifies to be removed from the program, they are automatically "opting out" of the MRT.

## **Q: Do individuals have an appeal process if they are not satisfied with MRT?**

A: If MRT decisions are made that are not acceptable to the individual, he or she is allowed to appeal by contacting the articulation and transfer officer at the degree-granting institution (refers to the two-year institution with the greatest number of transferable credits to the four-year institution).

**Q: Is there a time limit for students to complete their degree requirements in the Missouri Reverse Transfer program?**

A: There is no time limit on students completing the associate degree through MRT.

**Q: What is the “degree-granting institution”?**

A: The institution that will award the reverse transfer student their associate degree is the degree-granting institution. If two or more institutions have the same number of transferable credits to the four-year institution, the most recently attended institution shall be the DGI. If multiple options still exist at this point, the individual will be asked for their DGI preference.

**Q: What is the “host institution”?**

A: The host institution is the institution which transfers credits back to the degree granting institution. The host institution may be either a four-year or a two-year institution.

**Q: What is the responsibility of the host institution?**

A: The host institution must identify the student eligible for MRT and inform the DGI of the individual’s desire to participate in the program. The host institution agrees to submit all necessary transcripts to the degree-granting institution without charge to the individual. The host institution must also monitor and report on the students who opt out of MRT.

**Q: What is the responsibility of the degree-granting institution?**

A: The degree-granting institution is responsible for reviewing the eligible MRT student’s records and awarding the degree. They are required to submit a final transcript noting conferment to the four-year host institution at no charge to the individual. The degree-granting institution is responsible for closing the individual out of the MRT program, and providing any notifications and/or updates to the MRT student.

**Q: What is the reverse transfer process?**

A: All institutions will use an automated search to identify inactive students who have completed 15 hours with a single institution but never completed a degree. They will contact those individuals and introduce them to the Missouri Reverse Transfer program. The transcripts of students who opt to participate in MRT will be sent electronically by the host institution to the degree-granting institution. Transcripts will be sent at established intervals after the initial submission (e.g., annually). The release of transcripts will be in

accordance with the host institution's policies, and the acceptance of transfer credit will be determined by the degree-granting institution. The degree-granting institution will determine the requirements for degree completion and inform the individual. Degree-granting institutions are encouraged to substitute any institution-unique course requirements, especially those that require a student to be physically present on campus. When the degree is awarded by the degree-granting institution, it will send an official transcript noting conferment to the four-year host institution.