

ADDENDUM II

to MOU between Cal Poly Humboldt and the College of the Redwoods Reverse Transfer

This addendum affirms the partnership between College of the Redwoods and Cal Poly Humboldt and serves to increase degree completion of students who attend College of the Redwoods to Cal Poly Humboldt. This addendum is designed to allow students to transfer credits earned at Cal Poly Humboldt back to College of the Redwoods to complete their associate degree. This agreement helps meet the California Community College Vision for Success Goal of increasing the number of degree completers.

This initiative applies to students who earned at least 30 semester credit hours from the College of the Redwoods and have earned at least 40 credit hours at Cal Poly Humboldt.

Cal Poly Humboldt and College of the Redwoods agree to:

1. Identify a person to serve as the liaison for the initiative who is knowledgeable about the Reverse Transfer Program.
2. Share student transcripts in a manner that is compliant with FERPA.
3. Establish and follow an annual timeline for which procedures and communications regarding how the program will be carried out.

Cal Poly Humboldt agrees to:

1. Identify the qualifying students who have earned 40 credit hours at Cal Poly Humboldt.
2. Contact qualified students at the end of each semester to explain the opportunity to obtain a reverse transfer, and ask interested students to sign a transcript request release form.
3. Send transcripts to College of the Redwoods' Registrar for those students who have signed the release.

College of the Redwoods agrees to:

1. Evaluate transcripts from Cal Poly Humboldt and award associate degrees to those students meeting graduation requirements.
2. Provide an updated transcript to Cal Poly Humboldt that reflects the degree awarded or the courses/credits earned.
3. Market the program and inform students transferring to Cal Poly Humboldt about the program.

Operational Guidelines:

1. This addendum shall commence on the date it is signed by both institutions.
2. Amendments to this addendum may be made by the mutual consent of both institutions.
3. This addendum may be terminated by either party upon written notification provided that the students participating in the program shall be given an opportunity to complete the program.

Tom Jackson, Jr.

Tom Jackson, Jr. (Feb 17, 2022 14:10 PST)

Date: _____

Tom Jackson, Jr.
President, Cal Poly Humboldt

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Keith Flamer (Feb 17, 2022 14:11 PST)

Date: _____

Keith Flamer
President and Superintendent, College of the Redwoods