

## **Baylor Bound Agreement**

### **A Memorandum of Understanding Between Baylor University and Amarillo College**

Baylor University and Amarillo College are committed to expanding educational opportunities for the people of Texas. The citizens of Waco and Texas generally already benefit greatly from the presence of both Baylor University and Amarillo College (AC). While Baylor University has received transfer students from AC for years, both institutions desire to strengthen their ties by establishing a transfer agreement for the benefit of students and the state of Texas. The program is intended to serve AC students who, upon meeting the criteria below, will transfer to Baylor University toward the goal of completing their undergraduate degree.

In order to ease the process of transferring students and to foster academic relationships between the two institutions, Amarillo College ("AC") and Baylor University ("Baylor") agree to the following "Baylor Bound Agreement":

1. Students may declare their intent to transfer to Baylor by submitting the *Baylor Bound* application. They may submit the application prior to enrollment at AC or while enrolled as a full-time student at AC. Admission to the program will be determined by Baylor's Office of Admission Services.
2. In collaboration with the AC, Baylor will provide appropriate transfer equivalency guides (Major Academic Planners--MAPs) to identify all freshman and sophomore level courses that will transfer to Baylor from AC on the Baylor and AC websites.
3. Students must be following an approved AA or AS MAP leading to an approved Baylor BBA, BA, BSW, or BS degree and refer to Baylor's Major Academic Planner when planning coursework.\* AC advisors will assist students in progress toward completion of the applicable courses.
4. Students should plan to transfer to Baylor after the courses listed on the MAP have been successfully completed (the number of hours completed will depend upon the intended major at Baylor). Students should consult their academic advisor each semester to determine the appropriate time to transfer to Baylor.
5. A student's formal application for admission to Baylor will be activated when the student has completed the Baylor application for admission. Baylor's official admissions decision will be made after all appropriate documents have been received and reviewed by Baylor.\*
6. Baylor will make available to Baylor Bound students information about scholarships for transfer students.
7. Baylor, in collaboration with AC, will provide Baylor Bound students expanded opportunities to learn more about Baylor through special mailings and scheduled visits with Baylor representatives.
8. Students will be made aware of the opportunity for the reverse transfer of credits back to AC for an AA or AS degree through the completion of a Baylor transcript request each semester they are enrolled at Baylor. A collaborative reverse transfer process allows

students to transfer course work from Baylor University back to AC 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 AC prior to degree completion. Baylor University and AC will develop a reverse transfer process to provide students with the opportunity to complete the associate's degree while working on their Baylor University bachelor's degree. Student records will be exchanged between Baylor University and AC for this purpose.

9. AC students can utilize the Baylor Library System through the interlibrary Loan Agreement (<http://www.baylor.edu/lib/ils/>)
10. Consistent with FERPA regulations, officials from AC and Baylor will collaborate to share disaggregated statistical information about students, including participants still enrolled at AC, participants who have enrolled at Baylor, and participants who graduate from Baylor. 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.
11. Baylor Admission Marketing (BAM) will provide text to AC to be utilized in promotional materials, including websites. AC will run any additional text by BAM before publishing to ensure a consistent message to all recruits from both institutions.


This agreement shall become effective May 16, 2017, and will remain in effect through January 1, 2021, at which time the agreement will be reviewed for possible continuation.


\*Please note the following:

- To view AC MAPs for the approved academic programs and degrees, refer to [www.baylor.edu/advising/bbmaps](http://www.baylor.edu/advising/bbmaps). Any coursework not listed on a MAP that a student takes at AC will be evaluated for equivalent transfer credits by the Admission Services Office. Such courses, meaning those that students take that are not listed on the MAPs, will not necessarily count toward degree requirements (whereas all courses listed on MAPs will count toward degree requirements).
- For current admission requirements and transfer credit policies, visit the Admission Services website (<http://www.baylor.edu/admissions/>). Certain majors, colleges/schools and departments may also require a higher GPA and/or portfolio/recital/audition-based admission.

**BAYLOR UNIVERSITY**

**AMARILLO COLLEGE**

Signed by:   
David Garland, Ph.D.  
Interim President

Signed by:   
Russell Lowery-Hart, Ph.D.  
President

Date: \_\_\_\_\_ May 16, 2017 \_\_\_\_\_

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