



**Transfer Admission Guarantee Agreement
Between
The Board of Trustees of the University of Illinois
And
LINCOLN LAND COMMUNITY COLLEGE**

This Transfer Admission Guarantee Agreement (“Agreement”) is between the Board of Trustees of the University of Illinois, a public body corporate and politic of the State of Illinois, on behalf of the University of Illinois Springfield (“University”) and Lincoln Land Community College, a Community College in the State of Illinois (“Community College”).

RECITALS

Whereas, the University of Illinois Springfield is a university within the University of Illinois System; and

Whereas, University offers a cooperative relationship with community colleges through the Transfer Admission Guarantee (“TAG”) program to serve students, facilitate student transfers from community colleges to University, minimize duplication of instruction, and build upon college and university learning experiences; and

Whereas, in an effort to provide a continued, articulated baccalaureate degree program that increase the affordability of colleges for students in Illinois and facilitate student transfer from Community College to University, TAG guarantees admission to University in a participating University baccalaureate program for certain community college students who successfully transfer from Community College under the terms of this agreement (“TAG Student”).

Now, therefore, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

1. ACADEMIC REQUIREMENTS

1.1. As a condition to guaranteed admission, TAG Students are required to meet or complete:

1.1.1. All requirements set forth in this agreement, including any attachments or exhibits hereto;

1.1.2. All general transfer admission, matriculation, and enrollment requirements for University; and

1.1.3. All required courses identified in the Standard Transfer Guide, located at the website listed below and incorporated herein by reference, or any equivalent document created by University and provided to Community College.

For Chicago: <https://tag.uic.edu/>

For Springfield: <https://www.uis.edu/admissions/transfer/guides/>

1.2 TAG Students must earn at least a grade of “C” in any required major preparation courses.

- 1.3 TAG Students are required to maintain a minimum cumulative grade point average of 2.0 out of a 4.0 grading scale on all transferrable course work taken at Community College.
- 1.4 University may update and modify required courses for guaranteed admission into any of the baccalaureate programs covered under this agreement at any time in its sole discretion. University will use reasonable efforts to notify Community College of any such updates and modifications.
- 1.5 Student Transfer Guides will include such information as program specific requirements for required courses for transfer and may include cumulative grade point average requirements.
- 1.6 Each University program of study may establish unique transfer requirements, which may change from time to time, a list of which will be available on the Transfer Guide website. Adjustments to transfer requirements will be communicated to Community College no later than six months prior to the start of a semester. University and major/program admission requirements apply both to direct entry and TAG, and TAG Students will abide by the graduation requirements in the University catalog in effect at the time of initial University enrollment.
- 1.7 TAG Students meeting all requirements found within this agreement and in the Transfer Guide are guaranteed admission to University. Students attending University of Illinois Springfield are not necessarily guaranteed admission to a specific academic program.
- 1.8 To ensure University contact with TAG Student before they transfer to University, TAG Student must contact University in accordance with the timelines and requirements listed on the Transfer Guide website.
- 1.9 Community College students will complete a minimum of 24 credit hours of coursework at their Community College before applying to the TAG Agreement.
- 1.10 TAG Students must work with Community College to identify course articulation. University participation in Illinois Articulation Initiative (IAI) allows Community College students to transfer GE credit as well as credit earned in select majors from Community College to University. For information on other courses, please refer to Transferology, a web-based tool to view program requirements and transfer equivalencies, offered by College Source Inc. at <https://www.transferology.com>.
- 1.11 University shall facilitate the transfer of credits earned at University back to Community College if a TAG Student transfers to University before completing an associates degree. The reverse transfer of credit is intended to enable Community College to award degrees following TAG Student transfer.

2. **ADDITIONAL REQUIREMENTS FOR TAG PARTICIPATION**

- 2.1. TAG Students are required to enroll and complete general education and coursework required for admission into their university degree program within three years of initial election to participate in the TAG program.
- 2.2. As a requirement for participation in the TAG program, TAG Students must grant appropriate written authorizations required by law, including those related to, but not limited to, the Family Educational Rights and Privacy Act ("FERPA"), to Community College and University to disclose between the Parties their educational records, including but not limited to, academics, admission, financial aid, and advising

information as appropriate. By signing the TAG Participation Form, TAG Students agree to allow the two institutions to share information for these reasons, and to allow the TAG Student to take advantage of the reverse credit transfer process.

- 2.3. TAG Students will track their degree progress by creating a Transferology account to view program requirements and transfer equivalencies and to add their courses to Transferology at the completion of each term.
- 2.4. TAG Students must meet all general transfer admission, matriculation, and enrollment requirements for University, including, but not limited to, payment of applicable tuition and fees at University, disclosure of prior discipline at a previous school, and in accordance with applicable law, disclosure of any criminal background matters, which in certain cases, and subject to applicable law and University policies, could preclude admission as listed in Exhibit A.
- 2.5. TAG Students shall apply for housing and financial aid services through standard University processes.
- 2.6. Prior to transferring to University, TAG Students are strongly encouraged to attend TAG-sponsored activities and events that will be held on both the Community College and University campuses.

3. UNIVERSITY OBLIGATIONS

- 3.1 University will provide training as reasonably needed for designated TAG advisors on the use of Transferology for advising TAG Students. During participation in the TAG program, University will provide information to Community College and to TAG Students regarding University academic program requirements and transfer credit policies.
- 3.2 University may award transfer merit scholarships upon admission, with no additional application, for select GPA ranges. University will notify students regarding scholarship opportunities. The link below provides the most up to date merit scholarship information.

<https://www.uis.edu/cost-aid/scholarships/merit-scholarship>

The minimum scholarship that TAG Students will be eligible for through the Transfer Merit Scholarship program will be:

- 3.00 – 3.24 GPA will receive \$1,500
 - 3.25 – 3.49 GPA will receive \$2,000
 - 3.50 – 3.74 GPA will receive \$2,500
 - 3.75 – 4.00 GPA will receive \$3,000
- 3.3 In accordance with applicable law, University and Community College will share de-identified data to measure effectiveness of the TAG program in achieving the goal of increasing the number of TAG Students who complete their associate's and bachelor's degrees.
 - 3.4 University will provide a designated official who will communicate with prospective TAG Students regarding transfer requirements and progress towards those requirements. This communication may take place in-person, online or via email, phone calls and personal visits to Community College. University official will assist prospective TAG Students with course selection and provide information regarding admissions under the terms of this Agreement.

4. COMMUNITY COLLEGE OBLIGATIONS

- 4.1 Community College will assign each TAG Student a Student Success Coach who will work with the TAG

Student as an advisor until a successful transfer to University is achieved. The Student Success Coach will assist TAG Students with Community College course selection and registration and provide TAG Students with contact information regarding admissions at University under the terms of this Agreement.

- 4.2 Community College Student Success Coaches will work closely with University on a regular basis to further the purposes of this Agreement.
- 4.3 During each semester throughout the term of this Agreement, Community College shall publicize to its students the transfer program created under this Agreement. Such publicity shall, at a minimum, require inclusion of information about the transfer program on Community College's website, but may also include publicity about the program through other media as well. Additionally, Community College shall allow University representatives to meet with Community College students and provide a space on-campus to do so on an ongoing basis for a minimum of two times per semester on mutually agreed upon dates and times; and publicize University programming, and the TAG Program with Community College alumni regarding University graduate certificates and degrees. **NOTE:** All marketing and recruiting materials prepared by Community College are subject to pre-approval by University and shall follow the logo standards for University as set out at:

<https://www.uis.edu/creativeservices/standards/at-a-glance/>

5. ADDITIONAL TERMS AND REQUIREMENTS FOR BOTH PARTIES

- 5.1 Program Promotion. Community College and University will work together to provide materials that inform Community College students about the TAG program and opportunities available under this agreement. Both Community College and University reserve the right to review in advance any outreach communication including, but not limited to: web pages, print, social media, email, press releases, or announcement events. Any lists of students/alumni provided by Community College to University will be secured in accordance with safeguarding laws, and Community College students and alumni will have the opportunity to opt out of University-driven communication.
- 5.2 During the term of this Agreement, Community College shall link to the TAG Participation Form on its website so that the details of this Agreement are available to prospective students.
- If a student elects to participate in the TAG program and subsequently fails to meet the requirements of this Agreement for guaranteed admission, this does not preclude the student from applying and being considered for admission to University using the traditional admission or transfer process.
- 5.3 In the event that either Party desires to propose changes to the TAG program other than modifications by University to the listing of required courses (for the avoidance of doubt, course changes will be handled in accordance with Section 1.2 above), the Party initiating the change agrees to notify the other Party in writing no later than June 1st preceding the academic year in which the change will be implemented. Any program changes that are mutually agreed, and which alter or modify the terms of this Agreement, shall be set forth in a written amendment to this Agreement signed by both Parties. If the Parties are unable to agree on proposed changes, either Party may then elect to terminate this Agreement in accordance with Section 6.2 below.
- 5.4 Prior to each University academic year, University may unilaterally amend the requirements that prospective transfer students must fulfill for transfer into University as well as minimum transfer requirements established by any University program. During the initial term or any subsequent

automatic renewal period, no other modification of this Agreement shall be binding upon either Party unless reduced to writing and signed by each Party's authorized signatory.

- 5.5 University allows for applications to be made at any time and are encouraged to be completed for Spring Enrollment by November 1 and for Fall Enrollment by May 1. Application fee is waived for TAG program students.

6. TERM AND TERMINATION

- 6.1 The initial term ("Initial Term") of this Agreement shall be from the date of full execution ("Effective Date") and will expire 10 years from date of full execution.
- 6.2 Either Party may terminate this Agreement in the Party's sole discretion, and without cause, upon providing at least one year's prior written notice to the other Party.
- 6.3 TAG Students who have signed and submitted the TAG Participation Form to University prior to the date on which (i) a Party gives notice of termination under Section 6.2 or (ii) the initial or any renewal term of this Agreement expires pursuant to Section 6.1, will continue to be guaranteed admission to University provided that they satisfy all program requirements, including but not limited to cumulative grade point average and participation in TAG-sponsored activities on the campus at University.

<https://apply.uis.edu/register/?id=7b6de1fa-bf31-4a41-aed5-b44e3e488fb2>

7. NOTICES

All notices required or permitted herein shall be in writing and shall be sent via registered or certified mail return receipt requested or by an overnight delivery service to the persons listed below. A notice shall be deemed to have been given when received by the Party at the address set forth below.

If to University, notice shall be given to:

University of Illinois Springfield
Office of Enrollment Management
One University Plaza, UHB1071
Springfield, IL 62703-5407
Email: admissions@uis.edu

With a copy to:

Purchasing & Contract Management Office
University of Illinois Springfield
One University Plaza, BSB106
Springfield, IL 62703-5407
Email: uispurchasing@uillinois.edu

If to Community College, notice shall be given to:

Lincoln Land Community College
Dr. Jason Dockter
Associate Vice President of Academic Services
5250 Shepherd Road
Springfield, Illinois

Email: Jason.Dockter@llcc.edu

With a copy to:

Lincoln Land Community College
 Amy Williams
 Assistant to the Vice President of Academic Services
 5250 Shepherd Road
 Springfield, Illinois
 Email: amy.williams@llcc.edu

8. FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

University and Community College acknowledge that certain information about TAG Students is contained in records maintained by University and/or Community College and that this information may be confidential by reason of the Family and Educational Rights and Privacy Act (FERPA) of 1974 (20 U.S.C. § 1232g), its implementing regulations, or University and/or Community College policies. Both Parties agree to protect these records in accordance with FERPA, its implementing regulations, and their respective student record policies. To the extent permitted by law, nothing contained herein shall be construed as precluding either Party from releasing such information to the other so that each can perform its respective responsibilities under this Agreement or as required by applicable law.

9. GENERAL PROVISIONS

- 9.1 This Agreement and all claims arising out of, or relating to, this Agreement shall be governed and construed by application of the laws of the State of Illinois, without regard to its conflicts of law provisions. Both Parties agree that jurisdiction and venue for the formal resolution of any disputes relating to this Agreement shall lie exclusively in the Illinois Court of Claims for claims against Illinois.
- 9.2 This Agreement may not be assigned by either Party without the prior written consent of the other Party. For the avoidance of any doubt, this Agreement is applicable only to TAG programs offered at the University listed in the Recitals, and not any other similar programs that may be offered by other universities within the University of Illinois System.
- 9.3 This Agreement, attachments, and incorporated references shall constitute the entire agreement between the parties with respect to the subject matter herein, and supersedes all prior communications and writings with respect to the content of said Agreement. With the exception of amendments made pursuant to Section 5.4, no modification, extension, or waiver of this Agreement or any provision thereof shall be binding upon either Party unless reduced to writing, and duly executed by both Parties. Proposed changes to the Agreement requiring the mutual Agreement of each Party, will be provided to the other Party, in writing, no later than June 1st preceding the academic year in which the change will be implemented. Any program changes that are mutually agreed, and which alter or modify the terms of this Agreement shall be set forth in a written amendment to this Agreement, signed by both Parties. If the Parties are unable to agree on proposed changes, either Party may then elect to terminate this Agreement in accordance with Section 6.2.
- 9.4 By entering into this Agreement, there is no intention by the Parties, express or implied, to create any third-party beneficiary rights in favor of any student who participates in a program offered under this Agreement.
- 9.5 This Agreement may be executed in any number of counterparts, each of which shall be deemed to be

an original, but all of which together shall constitute but one instrument. A signature delivered by facsimile or electronic means by a Party shall be considered binding as to that Party.

- 9.6 Statement of Non-Discrimination. Each institution shall not discriminate against any student, employee, prospective employee, or any other person on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental disability, military status, political affiliation, sexual orientation, or any other status protected by the provisions of the Illinois Human Rights Act or other applicable law.

This Agreement shall not be binding until signed by both Parties. The persons signing this Agreement represent that they have authority to bind their respective Parties.

THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS

LINCOLN LAND COMMUNITY COLLEGE

By: _____
 P
 S
 By: Paul N. Ellinger
 Paul N. Ellinger, Interim Comptroller

 Name: Jill Menezes
 Signature of Comptroller Delegate,
 Jill Menezes, Director of Purchases

Date: 06/24/2022

Charlotte J. Warren
 By: _____

Dr. Charlotte J. Warren,
 President
 Lincoln Land Community College

Date: 6/23/22

By: Vern Lindquist

Dr. Vern Lindquist
 Vice President, Academic Services
 Lincoln Land Community College

Date: 6/22/22

Approved for legal form by Office of University Counsel – RRP&JA – 05/17/2021

Changes to template require University Counsel and OBFS approval.

Memorandum of Understanding
between
Lincoln Land Community College and University of Illinois Springfield

Purpose

This agreement provides a structure that supports transfer articulation at all levels. Additionally, this agreement provides LLCC students with several educational, financial and accessibility benefits as they begin the process of transferring from LLCC to UIS.

- LLCC students will
 - Be assigned a UIS adviser to offer coordinated, integrated advisement with appropriate LLCC faculty and/or staff.
 - Be provided an advising plan for their intended major at UIS.
 - Be admitted as a UIS junior with all general education (GE) requirements met, after earning an Associate of Arts, Science or Arts in Teaching degree.
 - Be admitted as a UIS junior, after earning an associate of arts, science, associate of fine arts, or associate of engineering science*.
 - Be awarded transfer merit scholarships upon admission (no additional application) for select GPA ranges.
 - In the semester prior to transfer, take advantage of priority registration.
 - Have each of their LLCC courses articulated to as many specific UIS major courses as possible and not just elective credit.
 - Have articulated coursework applied toward intended majors with the goal of maximizing available transfer credit.
 - Not pay the admission application fee.
 - Receive a transcript evaluation each semester after sending official transcripts to UIS.
 - Be invited to premier UIS events.
 - Be included on the UIS mailing list.
 - Have the option to finish remotely through existing online bachelor's degree programs.

**Associate of Science*

Illinois CC students who earn an Associate of Science (AS) degree do not automatically meet all GE requirements.

- UIS will
 - Expect all participating LLCC students to complete their associate degree at LLCC before transferring to UIS during advising, visits, etc.
 - Inform LLCC in a timely manner of any changes to programs, curriculum, or tuition rates, and, as needed, negotiate any necessary updates to this agreement.
 - Inform LLCC of the progress of its graduates for assessment purposes.
 - Work with LLCC to ensure updated course articulation.
 - Investigate, in partnership with LLCC, the possibility of collaboration in the development of additional agreements.

Articulation

UIS participation in Illinois Articulation Initiative (IAI) allows LLCC students to transfer GE credit as well as credit earned in select majors from LLCC to UIS.

Admission

Star Track guarantees LLCC associate degree graduates with at least a 2.0/4.0 GPA, admission as juniors to UIS to complete their bachelor's degrees provided LLCC students meet all the requirements outlined in this agreement.

Reverse Transfer

UIS will partner with LLCC to complete the reverse transfer process for the benefit of our students and both institutions.

