



Documented Signature for Release of Academic Records in Accordance with the State Legislature for Policies Incumbent with Reverse Transfer Agreements

Statewide reverse transfer requires all public institutions to implement the process of retroactively granting an associate degree to students who had not completed the requirements of an associate degree before they transferred to a four-year institution.

New Jersey established a policy by which each institution shall establish and enter into a collective statewide reverse transfer agreement. A student enrolled in four-year institutions who accumulated a total of 66 credits between a county college and a four-year institution may be awarded an associate degree by the county college. (NJ Rev Stat § 18A:62-46.1)

In order for a student to participate in a reverse transfer agreement with the previously attended community/county college, he or she must have previously met the residency requirement of the community/county college. He or she must have completed a total of 66+ credits between the community/county college and Kean university. An associate degree may be granted to students who are in overall good standing and meet the requirements of the institution providing the degree (including the overall GPA needed to graduate).

By completing and signing this document, you acknowledge your rights in regards to the release of records in accordance with the Family Educational Rights and Privacy Act as well as the release of an academic transcript from Kean University to the indicated community/county college. You agree that all information provided below is accurate to the best of your knowledge. By completing and signing this document, you understand that the indicated institution will accept only completed credits taken at Kean University. You recognize that the Reverse Transfer Agreement with Kean University and your previously attended university will grant you the opportunity to receive an associate degree if you meet the requirements of the degree.

_____	_____
Name	Kean Student ID#
_____	_____
Kean Student Email Address	Phone Number
_____	_____
Community/County College	Last Term of Enrollment
_____	_____
Signature	Date

**Please be advised that your official transcript from Kean University, inclusive of all completed, attempted, and in progress coursework will be sent to your previously attended Community/County College. You will not be charged a fee for this transcript, and it will be sent via USPS Standard Mail.