

## **POLICY ON TEACH-OUT AND TRANSFER AGREEMENTS FOR STUDENTS FROM CLOSED OR CLOSING INSTITUTIONS**

### **Overview**

In situations where an institution of higher education is closing or suspending operations, or negatively affected by a change in regional accrediting status, Adler University may develop and enter into teach-out and/or transfer options or agreements in order to receive the closing institution's students and provide them with a path to degree completion. A Closing Institution is one recognized as a "Closed School" or determined to be in imminent threat of closing or ceasing operation by the United States Department of Education, a regional accrediting body, or a state board of education such as the Illinois Board of Higher Education.

Adler will develop teach-out or transfer agreements that are fair and equitable to students and that provide students with reasonably equivalent opportunities to complete their education while maintaining certain standards and practices to ensure quality of educational experience.

Adler may develop and offer teach-out and/or transfer agreements or articulation with institutions for degree and academic programs for which Adler:

- holds appropriate state higher education and accreditation approvals;
- has the necessary experience, resources, and support services to provide an educational program that is of acceptable quality and reasonably similar in content, structure and scheduling to that provided by the institution closing or ceasing operations;
- is able to provide the receiving students with access to Adler programs and services while remaining capable of meeting all obligations to existing Adler students;

### **Credit Transfers**

Adler will provide transfer assessments to Adler University degrees with the goal of minimizing completion time. Credits earned at the Closing Institution may transfer to comparable courses at Adler University after evaluation.

Credit transfers are subject to the course by course review process by the department chair or designee and eligibility conditions related to the transferred courses may apply. The department chair or designee is permitted to exceed the published maximum number of transfer credits for impacted students provided the credits do not surpass 75% of the total credits required for the degree in question. The final decision to provide transfer limits under this 75% threshold lies with the program faculty. This decision must be applied consistently to a degree program across locations and modalities and must be documented internally with the Chief Academic Officer and archived appropriately.

In order to support students transferring to Adler from Closing Institutions, Adler will create teach-out and/or transfer options that are designed to be fair and equitable and that provide students with reasonable opportunities to complete their education without additional cost and without unreasonable additions to program time to completion.

### **Admission Standards**

Admission requirements will be determined that are consistent with and appropriate to the teach-out and/or transfer arrangement. These requirements may differ from Adler University's published admissions requirements.

Applicants seeking to transfer from a Closing Institution should expect to take the following steps:

1. Complete the admissions application; and
2. Request a formal credit evaluation prior to beginning the first class at Adler University; and
3. Provide to Adler an official transcript from the institution where the credit was earned; and
4. When possible, provide syllabi from classes the student wishes to transfer.

Adler University will ensure students wishing to transfer acknowledge the U.S. Department of Education's closed school policies, which include information on federal loan discharge after attending a closed school.

### **Residency Requirements**

For degree programs that typically have residency requirements, Adler may establish alternative residency requirements for teach-out and transfer of students from affected institutions that provides an abbreviated residency requirement for degree completion.

### **Course Waivers (All Programs)**

Adler may provide course waivers for teach-out or transferring students. Based on prior academic experience (including, but not limited to recognition of knowledge/skill acquired in previously completed courses which may not be eligible for transfer credit), Adler may waive one or more required courses, and may then designate suitable curriculum replacements. These waivers may constitute a reduction in the total number of overall credits required for degree completion. The decision to grant waivers and apply substitute course credits is a matter for Adler administration and the specific program.

### **Exceptions**

Exceptions to this policy can be made with approval from the Vice President for Academic Affairs or the Executive Dean of the Campus. Exception requests will be conducted by the department faculty and reviewed by the Campus Dean. Exception requests must be submitted in writing for review and approval to the office of Vice President for Academic Affairs.

**Authorization**

Adler University will notify and seek relevant approvals for all teach-out and/or Articulation Agreements with the appropriate authorization entities including regional and programmatic accreditors, and provincial, state, and federal authorizing entities such as the Illinois Board of Higher Education, British Columbia Ministry of Advanced Education, and the US Department of Education, or others.