

# **TEACH-OUT AGREEMENT**

## **Between Siena Heights University and Grand Valley State University**

**Effective Date:** January 1, 2026

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### **PARTIES**

**Siena Heights University (SHU)**

1247 E. Siena Heights Drive  
Adrian, Michigan 49221

**Grand Valley State University (GVSU)**

1 Campus Drive  
Allendale, Michigan 49401

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### **PURPOSE AND CONTEXT**

This Teach-Out Agreement establishes a framework for Grand Valley State University to support Siena Heights University students during SHU's institutional closure process, which will be completed at the end of the 2025-2026 academic year.

**Primary Objectives:**

- Ensure continuity of educational opportunities for SHU students
  - Facilitate seamless transfer pathways and degree completion
  - Preserve student academic records and institutional history
  - Maintain compliance with all regulatory and accreditation requirements during closure
  - Provide comprehensive support services during the transition period
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**WHEREAS**, Siena Heights University seeks receiving institutions for teach-out agreements that are well-aligned with Siena Heights University in mission and values; in relationship-centered learning practices, with a low student-to-faculty ratio; in academic program portfolio; and in athletic program characteristics and team array;

**WHEREAS**, Grand Valley State University offers on-campus and online programs that are well-aligned with most programs offered by Siena Heights University;

**WHEREAS**, Grand Valley State University serves a student population of similar racial and economic diversity;

**WHEREAS**, like at Siena Heights University, many on-campus undergraduate students at Grand Valley State University choose to attend GVSU for the opportunities to play their chosen sports, and the array of sports offered at GVSU includes many of those offered at Siena Heights University;

**WHEREAS**, Grand Valley State University administration, staff, and faculty have experience in, and human and facility capacity for, successfully supporting transfer students and ensuring their academic success and degree completion;

**WHEREAS**, this agreement is designed to ensure continuity of educational opportunities for SHU students during SHU's institutional closure process, which will be completed at the end of the 2025-2026 academic year;

**Therefore**, Siena Heights University and Grand Valley State University hereby agree to the following:

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## **ARTICLE I: GRAND VALLEY STATE UNIVERSITY RESPONSIBILITIES**

### **Section 1.1 Admission and Credit Transfer**

1. **Universal Admission Guarantee:** GVSU guarantees admission to all SHU students in good academic standing who meet the admissions standards of the specific program to which they seek entry.
2. **Maximum Credit Transfer:** All credits at the 100-level or above of all currently enrolled Siena Heights University students will be accepted toward an equal or comparable degree for the programs listed on Schedule A (the "Programs") at GVSU for purposes of this Teach-Out Agreement. GVSU will accept 100% of all credits at the 100-level or above granted or accepted as a transfer by Siena Heights University.
3. **Expedited Processing:** GVSU will provide priority application processing with dedicated transfer counselors assigned specifically to SHU students.
4. **Waived Requirements:** GVSU will waive application fees and provide orientation fee waivers for qualifying Siena Heights University students.

5. **GVSU Degree Requirements Waived for SHU Transfer Students:** The requirement that the last 30 semester hours toward a baccalaureate degree must be earned in Grand Valley courses; The requirement that a minimum of 58 semester hours must be earned at a senior institution; The requirement that a minimum of 12 Grand Valley earned semester hours must be included in the major (six for the minor).
6. **General Education Requirement:** GVSU will work with SHU students on a case-by-case basis to allow substitutions and waivers for general education courses. In some cases, especially when a student is close to completing their degree, some GVSU general education requirements may be waived.
7. **Prior Learning Assessment:** SHU credits previously reviewed and awarded for prior learning will be accepted as GVSU credit. No re-evaluation of original prior learning portfolios will be required.

### Section 1.2 Financial Support

1. **SHU Scholarship Support:** GVSU will provide a comprehensive scholarship package up to \$6,000 per year and/or a transfer student grant, if the student meets the qualifications. Need-based assistance and hardship assistance are also available.
2. **Payment Plan Flexibility:** GVSU offers a 4-month payment plan each semester.
3. **Financial Aid Coordination:** The Office of Financial Aid & Scholarships at GVSU will assist students in maximizing their eligibility for federal, state, and institutional financial aid.

### Section 1.3 Academic Support and Degree Pathways

1. **Degree Pathway Mapping:** GVSU will provide individual consultations to map remaining coursework for degree completion and match Siena Heights University courses to GVSU requirements whenever possible, providing reasonable flexibility through course substitutions, waivers, and alternative requirements to support student progress toward a degree and keep students on track for graduation in the same timeframe as would have been the case if they had remained at Siena Heights University.
2. **Dedicated Academic Advising:** GVSU will identify primary advising contacts within each college to provide specialized academic advising for SHU transfer students, with advisors familiar with SHU programs and requirements.
3. **Academic Support Services:** GVSU will make every effort to connect SHU students with tutoring and other academic support programs available to all GVSU students.
4. **Flexible Scheduling Options:** GVSU will work with SHU transfer students to provide flexible scheduling options when feasible, including consideration of accelerated course sequences and summer programming, where operationally possible, to facilitate timely graduation. Degree progression will primarily be managed through course transfer evaluations, course substitutions, and exceptions or alternatives to specific course requirements.

5. **Honors Program Integration:** GVSU will provide pathways for SHU honors students to join the GVSU honors program.
6. **Research Opportunities:** GVSU will facilitate undergraduate research opportunities for qualified students.

#### Section 1.4 Student Life and Integration Services

1. **Equitable Treatment:** Siena Heights University students who transfer to GVSU will be treated equitably and provided with academic, administrative, and student support services to ease their transition from Siena Heights University to GVSU.
2. **Full Access:** Siena Heights University students who transfer to GVSU will have full access to all GVSU facilities and will otherwise have the full rights and privileges of all GVSU students.
3. **Transition Orientation:** GVSU will work with Enrollment Development and College Futures (EDCF) to provide orientation support for SHU transfer students, which may include a virtual pre-orientation session to prepare students for attending regular GVSU orientation sessions.
4. **Student Organizations:** GVSU will provide priority access to student organizations and leadership opportunities.
5. **Campus Housing:** GVSU will make reasonable accommodations to students who wish to live on campus or nearby designated housing, including consideration for on-campus housing with specialized roommate matching where feasible.
6. **Athletics:** GVSU is open to Siena Heights University students who participate in intercollegiate athletics programs at the discretion of the coaches of each sport.

#### Section 1.5 Career and Professional Support

1. **Career Services:** GVSU will provide access to career counseling and career development resources available to all GVSU students.
2. **Internship Opportunities:** GVSU will provide access to information about internship and co-op programs through existing career services channels.
3. **Alumni Network:** GVSU will facilitate introductions to alumni networks relevant to students' career interests.
4. **Graduate School Preparation:** GVSU will provide support for students planning to continue to graduate programs.

#### Section 1.6 International Student Support

1. **International Student Transfers:** For international students still in progress toward their degree at the end of the 2025-2026 academic year who transfer to GVSU, GVSU will handle their SEVIS records like any other international transfer student in accordance with all applicable federal regulations. All documents and information related to federal immigration reporting and the maintenance of F-1 records should be included in the file transmission.
2. **OPT Students:** For international students who have graduated from SHU and are currently on Optional Practical Training (OPT) or STEM-OPT, GVSU will work with SEVP

(Student and Exchange Visitor Program) to take on those students in SEVIS to allow them to complete their OPT, subject to federal regulatory approval and requirements.

3. **Immigration Compliance:** GVSU will collaborate with SHU to transfer relevant records to GVSU for international students who have graduated and are still covered under their student visas. SHU will handle compliance reporting until the records are fully transferred, after which GVSU will assume responsibility for compliance reporting.

## **Section 1.7 Communication and Outreach**

1. **Coordinated Messaging:** GVSU will participate in joint communications to students and families about transition opportunities.
2. **Information Sessions:** GVSU will provide regular information sessions about transfer processes and support services, including virtual information sessions and virtual advising appointments.
3. **Website Resources:** GVSU will maintain dedicated web pages with transfer information and resources specific to SHU students.
4. **Campus Visits:** GVSU will provide enhanced campus visit opportunities and specialized tours for SHU students.
5. **Student Feedback:** GVSU will implement regular surveys and feedback mechanisms to assess student satisfaction.
6. **Family Communication:** GVSU will provide regular updates to families and students about available resources.

## **Section 1.8 No Cost to Siena Heights University**

GVSU will undertake its obligations described herein at no cost to Siena Heights University.

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# **ARTICLE II: SIENA HEIGHTS UNIVERSITY RESPONSIBILITIES**

## **Section 2.1 Student Information and Records**

1. **Student Lists:** Provide GVSU with a list of potential transfer students as soon as practicable.
2. **Educational Records Transfer:** Transmit to GVSU all student educational records and all other related information necessary for GVSU to comply with its obligations under this Teach-Out Agreement, except for those students who have elected to enroll in an institution other than GVSU. All documents and information related to federal immigration reporting and the maintenance of F-1 records should be included in the file transmission.
3. **Complete Documentation:** Promptly provide GVSU with an official copy of each transferring student's transcript and a complete copy of the student's admissions, academic, conduct, and financial records for all current students electing to transfer to GVSU.
4. **Digital Format:** All records provided by Siena Heights University to GVSU shall be in digitized form, readily searchable and cataloged by specific academic year or term. These

records for transfer students shall be handled in accordance with GVSU's policies for maintaining transfer student records.

5. **Financial Aid Information:** Provide comprehensive information regarding all bona fide financial aid offers, scholarships, or other financial aid packages previously awarded or promised to transferring students.

## **Section 2.2 Program Documentation**

1. **Course Equivalencies:** Provide detailed course catalogs, syllabi, and program requirements to facilitate accurate credit transfer evaluation.
2. **Academic Standards:** Document SHU program requirements and academic standards to assist with GVSU program equivalency determinations.

## **Section 2.3 Communication and Coordination**

1. **Joint Communications:** Participate in coordinated messaging to students and families about transition opportunities and processes.
2. **Information Sharing:** Provide timely information about student needs, concerns, and special circumstances to facilitate effective support.
3. **Transition Team Participation:** Actively participate in the Student Transition Support Team meetings and activities.

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# **ARTICLE III: REGULATORY COMPLIANCE AND GOVERNANCE**

## **Section 3.1 Higher Learning Commission Compliance**

1. **HLC Requirements:** Siena Heights University and GVSU agree to adhere to the Higher Learning Commission's requirements for teach-outs and to work with each student individually to create an appropriate path to degree completion without substantially increasing each student's time to completion.
2. **Joint Reporting:** The parties will engage in joint reporting to the Higher Learning Commission regarding teach-out arrangements.
3. **Student Protection:** The parties will ensure all student protection requirements are met during the closure process.

## **Section 3.2 Federal and State Regulatory Compliance**

1. **Applicable Laws:** This agreement is consistent with all applicable state and federal laws and regulations.
2. **Title IV Coordination:** The parties will coordinate federal financial aid compliance and reporting, including proper handling of financial aid returns when students transfer mid-semester.
3. **State Aid Compliance:** The parties will ensure compliance with Michigan state financial aid regulations.

4. **Veteran Benefits:** The parties will coordinate veteran education benefits transfer and compliance.

### **Section 3.3 Institutional Representations**

GVSU represents and warrants to Siena Heights University that:

1. GVSU is not subject to any of the circumstances that would require it to submit a provisional plan pursuant to the Higher Learning Commission's policies or applicable regulations; and
2. GVSU is not under investigation, subject to an action, or being prosecuted for an issue related to academic quality, misrepresentation, fraud, or other severe matters by a law enforcement agency.

### **Section 3.4 Student Records Confidentiality**

The parties will comply with all applicable federal, state, and local laws, rules, and regulations respecting the confidentiality of students' educational records and personally identifiable information (collectively, "Student Records"), including, without limitation, the Family Educational Rights Privacy Act of 1974 ("FERPA"), the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the Gramm-Leach-Bliley Act (and the Federal Trade Commission's implementing regulations).

For purposes of FERPA, GVSU shall be deemed a "school official" with a legitimate educational interest. Without limiting the foregoing, the parties covenant and agree to exercise diligence in protecting and safeguarding Student Records, as well as any other information protected from public disclosure by applicable federal or state law.

Each party covenants and agrees it will not knowingly use, directly or indirectly, for its own benefit, or for the benefit of another, any Student Records, but instead will use that information only for the purposes contemplated hereunder. Further, each party covenants and agrees that it will not disclose any Student Records to any third party except as may be required in the course of the Teach-Out Agreement hereunder and for a legitimate educational interest or as otherwise allowed or required by law.

### **Section 3.5 Governance Structure**

**Student Transition Support Team** comprising:

- **GVSU:** AVP for Curriculum, AVP for Admissions, Registrar, AVP for Financial Aid, Account Services, Student Success personnel, Student Life representatives, International Student Services representatives
- **SHU:** Chief Academic Officer, Registrar, Student Services Director, Financial Aid Director
- **External:** HLC liaison (as appropriate)

### **Student Advisory Group:**

- Establishment of the SHU student advisory group to provide feedback on the transition process
- Regular meetings to address student concerns and suggestions
- Student representation in transition planning and evaluation

### **Regular Monitoring:**

- Weekly check-ins during critical transition periods
- Monthly progress reports focusing on student outcomes
- Quarterly review of student satisfaction and success metrics
- Annual assessment of overall transition effectiveness

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## **ARTICLE IV: ALUMNI AND ONGOING SERVICES**

### **Section 4.1 Alumni Services**

1. **Basic Alumni Services:** GVSU will provide basic alumni services for SHU graduates who transfer to and complete degrees at GVSU, including career services access.
2. **Graduate School Support:** GVSU will provide graduate school reference and recommendation services as appropriate for students who complete degrees at GVSU.
3. **Professional Licensing:** GVSU will provide professional licensing support documentation as needed for students who complete degrees at GVSU.

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## **ARTICLE V: QUALITY ASSURANCE AND ASSESSMENT**

### **Section 5.1 Student Success Metrics**

GVSU will track and report on:

1. Transfer student retention and graduation rates
2. Academic performance and GPA maintenance
3. Student satisfaction with the transition process
4. Time-to-degree for transferred students

### **Section 5.2 Continuous Improvement**

Both parties commit to:

1. Regular review and adjustment of support services based on student feedback
2. Ongoing evaluation of transfer credit policies and procedures



3. Assessment of financial aid and scholarship effectiveness
  4. Review of student integration and engagement measures
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## **ARTICLE VI: RISK MANAGEMENT AND INSURANCE**

### **Section 6.1 Emergency Protocols**

The parties will establish:

1. Procedures for early closure scenarios
2. Alternative arrangements for mid-semester transfers
3. Backup systems for student records and communications
4. Emergency financial assistance protocols

### **Section 6.2 Student Protection Measures**

1. Guarantee of degree completion pathways for all students
2. Alternative institution partnerships, if needed
3. Protection against loss of academic progress
4. Maintenance of accreditation standards throughout the transition

### **Section 6.3 Continuity of Insurance Coverage**

Each party shall, at its sole cost and expense, maintain all insurance coverages required under Michigan law and customary for degree-granting institutions operating in the State of Michigan, including but not limited to Commercial General Liability, Educators Legal Liability/Professional Liability, Cyber Liability, Employment Practices Liability, and Workers' Compensation/Employer's Liability pursuant to the Michigan Workers' Disability Compensation Act (MCL 418.101 et seq.).

To the extent that any of SHU's insurance policies are written on a claims-made basis, SHU shall secure and maintain extended reporting period ("tail") coverage sufficient to comply with:

1. All applicable Michigan statutes, administrative rules, and regulatory guidance governing considerations, including but not limited to records retention, student grievances, professional services, or complaint resolution
2. Accreditation-related recordkeeping or reporting obligations, including any teach-out-specific requirements imposed by the Higher Learning Commission or other applicable accrediting bodies
3. Any statutory or regulatory period during which student-related claims may be asserted, including but not limited to those arising from academic, clinical, practicum, or internship activities conducted under SHU's authority
4. Coverages and limits at no less than the levels in effect as of the Effective Date of this Agreement, unless higher limits are mandated by law or accreditor requirements

Coverage shall remain in effect for a period of no less than the full duration of these statutory, regulatory, and accreditation-driven periods.

Upon request, each party shall provide the other with a Certificate of Insurance or Evidence of Coverage that identifies the applicable policies, terms, and conditions. Failure of either party to request or provide such evidence shall not waive any obligation under this Agreement.

Insurance is intended to support but not limit indemnification obligations or other contractual duties.

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## **ARTICLE VII: TIMELINE AND IMPLEMENTATION**

### **Phase 1: Active Transition (August 2025 - June 2026)**

- Provide ongoing support for students completing their final year at SHU
- Facilitate mid-year transfers when beneficial to students
- Maintain intensive academic advising and student support services
- Continue regular communication with students and families
- Begin the comprehensive records digitization process

### **Phase 2: Closure and Ongoing Support (July 2026 - June 2027)**

- Complete transition of all remaining SHU students
- Finalize student records transfer and digital archiving
- Complete integration of transferred students into the GVSU community
- Conduct final assessment of transition success

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## **ARTICLE VIII: DURATION AND MODIFICATION**

### **Section 8.1 Duration**

Students may be admitted under this teach-out agreement through June 30, 2027. The terms of the teach-out agreement will remain in effect for individual students until they either graduate or stop out. Students who stop out may be readmitted to GVSU outside the terms of the teach-out agreement and will need to abide by all GVSU policies, procedures, and requirements, as applicable to all GVSU students.

### **Section 8.2 Flexibility for Student Benefit**

Given the focus on student welfare during institutional closure, this agreement may be modified as needed with 30 days' written notice to better serve student needs or accommodate regulatory requirements.

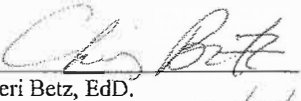
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## **ARTICLE IX: NON-ASSUMPTION OF LIABILITIES**

Nothing in the Insurance Section of this Agreement shall create or imply any assumption, acceptance, sharing, or guarantee by GVSU of SHU's liabilities, whether direct, vicarious, derivative, or successor. SHU shall retain sole and exclusive responsibility for all legacy liabilities, whether known or unknown, fixed or contingent, anticipated or unanticipated, arising from its historical or ongoing operations, including but not limited to claims involving academic decisions, financial obligations, employment practices, student services, professional services, clinical placements, data or privacy incidents, or any other obligations arising before or after the Effective Date of this Agreement.

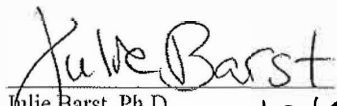
## ARTICLE X: SIGNATURES

### Siena Heights University

  
Cheri Betz, EdD.

President of SHU

12/9/25

  
Julie Barst, Ph.D.

Provost/Vice President for Academic Affairs

12/9/25

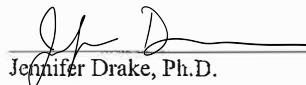
### Grand Valley State University



12/11/25

Philomena V. Mantella, Ph.D.

President of GVSU



12/10/2025

Jennifer Drake, Ph.D.

Provost/Executive Vice President for Academic Affairs



12/10/2025

B. Donta Truss, Ed.D.

VP for Enrollment Development & Educational Outreach

Last Updated:

December 9, 2025

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*This agreement is effective immediately upon execution and continues through completion of all student transition activities, but no later than June 30, 2027, with ongoing records custodian responsibilities continuing indefinitely.*

## SCHEDULE A: PROGRAM EQUIVALENCIES FOR TEACH-OUT AGREEMENT BETWEEN GVSU AND SHU

### Brooks College of Interdisciplinary Studies (BCOIS):

SHU Major	Degree	GVSU Equivalent/Similar Program	Degree
Bachelor of Applied Science	B.A.S. (Online)	Professional Innovations BAS	B.A.S.
Health Care Management	B.A.S. (Online, Blended)	Professional Innovation BAS	B.A.S. with appropriate concentration
Multidisciplinary Studies	B.A.	Integrative Studies	B.A.

### College of Education and Community Innovation (CECI):

SHU Major	Degree	GVSU Equivalent/Similar Program	Degree
Early Childhood Education: Birth - Kindergarten	B.A.	Education for Young Children, Birth to Kindergarten, General and Special Education	B.A. or B.S.
Elementary: Grades Three-Six (3-6)	B.A.	Elementary Teacher Certification for Grades 3-6	B.A. or B.S.
Elementary: Preschool, Kindergarten-Grade Three (PK-3)	B.A.	Elementary Teacher Certification for Grades PK-3	B.A. or B.S.
Mathematics, Secondary Educator Certification	B.A.	Mathematics w/ Secondary Education Emphasis	B.A. or B.S.
Music Education	B.A.	Music Education	B.M.E.
Community and Human Services	B.A.	TBD through individual advising	
Criminal Justice	B.A.	Criminal Justice	B.A. or B.S.
Public Services Administrations	B.A.	Public and Nonprofit Administration	B.A. or B.S.
Social Work	B.S.W.	Social Work	B.S.W.

**College of Health Professions (CHP):**

SHU Major	Degree	GVSU Equivalent/Similar Program	Degree
N/A	N/A	N/A	N/A

**College of Liberal Arts and Sciences (CLAS):**

SHU Major	Degree	GVSU Equivalent/Similar Program	Degree
Art	B.A.	Studio Art	B.A., maybe B.S.
Biology	B.S.	Biology (may choose an emphasis)	B.S.
Chemistry	B.S.	Chemistry	B.S.
Communications	B.A.	Communications and Media Studies	B.A. or B.S.
Design	B.F.A.	Studio Art/Graphic Design	B.F.A.
English	B.A.	English	B.A.
Environmental Science	B.S.	Environmental Science	B.S.
Exercise Science	B.S.	Exercise Science	B.S.
History	B.A.	History	B.S. or B.S.
Mathematics	B.S.	Mathematics (choose emphasis)	B.A. or B.S.
Music	B.A.	Music	B.A. or B.S.
Professional Communications	B.A.	N/A	N/A
Psychology	B.A.	Psychology	B.A. maybe B.S.
Religious Studies	B.A.	N/A	N/A
Social Studies	B.A.	Group Social Studies	B.A. or B.S.
Theater, Musical Theater	B.A.	Theatre	B.A. or B.S.
Theater, Musical Theater	B.F.A.	Theatre	We do not offer a B.F.A. A B.A. could work but is not a fine arts degree.
Theater, Speech and Dance	B.A.	To be determined through individual advising	N/A

**College of Computing (COC):**

SHU Major	Degree	GVSU Equivalent/Similar Program	Degree
Cybersecurity	B.S.	Cybersecurity	B.S.
Data Analytics	B.S.	Data Science and Analytics	B.S.

**Kirkhof College of Nursing (KCON):**

SHU Major	Degree	GVSU Equivalent/Similar Program	Degree
Nursing	B.S.N.	Nursing	B.S.N.
Nursing, Pre- Licensure	B.S.N.	Nursing	B.S.N.

**Padnos College of Engineering (PCE):**

SHU Major	Degree	GVSU Equivalent/Similar Program	Degree
Environmental Engineering	B.S.	Interdisciplinary Engineering	B.S.E.
General Engineering	B.S.	Mechanical Engineering	B.S.E.

**Seidman College of Business (SCB):**

SHU Major	Degree	GVSU Equivalent/Similar Program	Degree
Accounting	B.B.A.	Accounting	B.B.A.
Business Administration	B.B.A.	General Business	B.B.A.
Management	B.B.A.	General Management	B.B.A.
Marketing	B.B.A.	Marketing	B.B.A.

