Articulation Agreement  
Between  
**Business Administration A.S. and Management B.A.**  
Sending institution **Hibbing Community College**  
Receiving institution **The College of St. Scholastica**

**Statement of Purpose**

This agreement has been entered into by **Hibbing Community College** and **The College of St. Scholastica**. The purpose of this agreement is to facilitate credit transfer and provide a smooth transition from one related degree program to another. It is further recognized that the attached appendix or appendices shall describe the program of study at Hibbing Community College required for admission eligibility to The College of St. Scholastica in the Management Program. This agreement identifies all required and equivalent courses at each institution.

**Terms and Conditions of Credit Transfer:**

The evaluation and transfer of earned college credits shall be in full compliance with MnSCU policies and all other State and Federal education policies pertaining to undergraduate credit transfer. Current students and graduates who have earned degrees, certificates, or diplomas from Hibbing Community College shall be eligible for credit evaluation under the terms of this agreement. Program-specific requirements and/or required courses are listed and defined in Appendix A of this agreement.

Transfer students will be held to the same standards and criteria for admission to a major degree sequence as are The College of St. Scholastica students.

Requirements that must be completed before attending The College of St. Scholastica:

- **Associate in Science degree** in Business Administration.

Optional: (recommended because students with the Minnesota Transfer Curriculum or Associate in Arts with a religious studies course or equivalent will have satisfied The College of St. Scholastica’s lower division general education credit requirements.)

- The **Minnesota Transfer Curriculum or Associate in Arts** with a religious studies course or equivalent. Students meeting this requirement will have satisfied The College of St. Scholastic’s lower division general education credit requirements.

Applicants accepted must fulfill the graduation requirements of the granting institution as identified in Appendix A.
Articulation Implementation and Agreement Review

The Chief Academic Officer or designee of each collaborating institution shall be responsible for implementing this agreement, for identifying and incorporating any changes into subsequent agreements, and for conducting a periodic review of this agreement.

Hibbing Community College is responsible for updating The College of St. Scholastica of any curriculum changes to ensure the continuation of this agreement. The faculty and appropriate administrators from each institution will meet at least once every two years or as necessary to assess all aspects of this agreement. The outcome will be the continuation of or changes to the Articulation Agreement, curriculum, and/or degree plans as necessary.

This agreement becomes effective on ______________ and remains in effect for 2 years and then re-evaluated or until terminated or amended by either party with prior written notice.

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<td>Curriculum Specialist</td>
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APPENDIX A

Memorandum of Cooperation between Hibbing Community College (HCC) and The College of St. Scholastica (CSS).

Transfer Articulation Agreement for Associate in Science (AS) degree in Business Administration. This agreement includes specific requirements for admission into a program, outlines requirements, and indicates which courses can be used to meet program prerequisites as well as general education, major and program, and graduation requirements.

Management Major Admission Requirements at CSS:

1. Maintenance of a 2.4 cumulative GPA in Management core and major field courses.
2. Minimum of a ‘C’ grade in all required courses.
3. Application to Management major.

College Graduation Requirements

1. A minimum of 128 semester credit hours (or its equivalent) must be earned.
2. The general education core or its equivalent must be completed.
3. The requirements of the major program selected must be completed.
4. The last 32 semester credit hours of the degree plan must be fulfilled through CSS credits.
5. 42 of the total 128 semester credits needed for graduation must be at the upper division (junior and/or senior level courses).
6. A 2.0 minimum GPA is required for graduation.
**Program Articulation Plan**

1. A.S. in Business Administration
   - Courses/Credits: accepting 61 credits

2. Additional Minnesota Transfer Curriculum credits

3. Only courses with a grade of C or better will be accepted for credit.

4. **Pre-Professional Requirements:**
   
   **Sending Institution**
   **Courses/Credits**
   - BUS 2230 Accounting 1
   - BUS 2240 Accounting 2
   - MATH 1040 College Algebra or MATH 2010 Statistics
   - SPCH 1050 Interpersonal Communication
   - ENGL 1060 Freshman Composition
   - ECON 1050 Microeconomics
   - ECON 1010 Macroeconomics
   - BUS 2500 Principles of Marketing
   - BUS 2510 Principles of Management
   - BUS 1230 Legal Environment of Business

   **Receiving Institution**
   **Courses/Credits**
   - ACC 2210 Principles of Financial Accounting
   - ACC 2220 Principles of Managerial Accounting
   - No equivalent
   - MNTC & PSY 3331 Statistics
   - MNTC & CTA 1101 Interpersonal Communication
   - MNTC
   - MNTC & ECON 2230 Principles of Microeconomics
   - MNTC & ECON 2280 Principles of Macroeconomics
   - MKT 2320 Introduction to Marketing
   - MGT 2120 Principles of Management
   - MGT 4160 Legal Aspects of Management

   **Option to complete at HCC for elective credit:**
   - BUS 1270 - Customer Service
   - BUS 1285 - Starting a Small Business in the 21st Century

5. **Complete the following at the College of St. Scholastica:**

   a. General education requirements as needed if did not complete the Minnesota Transfer Curriculum or Associate in Arts with a religious studies course or equivalent.

   b. CIS 2105 Information Systems Application
      - MGT 3130 Quantitative Methods
      - MGT 3150 Management Communication: Written
      - MGT 3240 Human Resource Management
      - MGT 3420 Financial Management
      - MGT 4170 Policies and Strategies
      - *MGT Elective (upper division)
      - PHIL 3354 Management Ethics
      - 4 cr.
      - 4 cr.
      - 4 cr.
      - 4 cr.
      - 4 cr.
      - 16 cr.
      - 4 cr.

   c. Upper Division Writing Elective
      - PHIL 3354 & MGT 3150 both satisfy this requirement (unless PHIL 3354 is used for Gen Ed).

   - 4 cr.

   *Concentration electives may be transferred in but 42 cr. in upper division courses must be completed.