

**MINNESOTA STATE COLLEGES AND
UNIVERSITIES*
ARTICULATION AGREEMENT
BETWEEN**

**MINNESOTA STATE COMMUNITY AND
TECHNICAL COLLEGE
AND
MINNESOTA STATE UNIVERSITY MOORHEAD**

*The Board of Trustees of the Minnesota State Colleges and Universities is authorized by Minnesota Statutes, Chapter 136F to enter into Agreements and has delegated this authority to colleges and universities.

This Agreement is entered into between **MINNESOTA STATE COMMUNITY AND TECHNICAL COLLEGE** (hereinafter sending institution), and **MINNESOTA STATE UNIVERSITY MOORHEAD** (hereinafter receiving institution). This Agreement and any amendments and supplements, shall be interpreted pursuant to the laws of the State of Minnesota.

The sending institution has established a **PARALEGAL AAS** (hereinafter sending program), and the receiving institution has established a **PARALEGAL BS** (hereinafter receiving program), and will facilitate credit transfer and provide a smooth transition from one related program to another. It is mutually agreed:

Admission and Graduation Requirements

- A. The receiving institution's admission and program admission requirements apply to both direct entry students and to students who transfer under this agreement.
- B. Students must fulfill the graduation requirements at both institutions.
- C. Students must complete the entire sending program and meet the receiving institution's admission requirements for the agreement to apply.

Transfer of Credits

- A. The receiving institution will accept **60 credits** from the sending program. A total of **64 - 67 credits** remain to complete the receiving program.
- B. Courses will transfer as described in the attached Program Articulation Table. For system institutions, once the courses are encoded, they will transfer as described in the Transferology Audit.

Implementation and Review

- A. The Chief Academic Officers or designees of the parties to this agreement will implement the terms of this agreement, including identifying and incorporating any changes into subsequent agreements, assuring compliance with system policy, procedure and guidelines, and conducting a periodic review of this agreement.
- B. This Articulation Agreement is effective on **10/15/2015** and shall remain in effect until the end date of **10/15/2020** or for five years, whichever occurs first, unless terminated or amended by either party with 90 days prior written notice.
- C. The college and university shall work with students to resolve the transfer of courses should changes to either program occur while the agreement is in effect.
- D. This Articulation Agreement will be reviewed by both parties beginning **04/15/2020** (within six months of the end date).
- E. When a student notifies the receiving institution of their intent to follow this agreement, the receiving institution will encode course waivers and substitutions.

PROGRAM ARTICULATION TABLE

	College (sending)	University (receiving)
Institution	Minnesota State Community and Technical College	Minnesota State University Moorhead
Program name	Paralegal	Paralegal
Award Type (e.g., AS)	AAS	BS
Credit Length	60	120
CIP code (6-digit)	22.0302	22.030200
Describe program admission requirements (if any)		

Instructions

- List all required courses in both academic programs.
- MnTC goal areas transfer to the receiving institution according to the goal areas designated by the sending institution.
- Do not indicate a goal area for general education courses that are not part of the MnTC.
- For restricted or unrestricted electives, list number of credits.
- Credits applied: the receiving institution course credit amount may be more or less than the sending institution credit amount. Enter the number of credits that the receiving institution will apply toward degree completion.
- Show equivalent university-college courses on the same row to ensure accurate DARS encoding.
- Equiv/Sub/Wav column: If a course is to be encoded as equivalent, enter Equiv. If a course is to be accepted by the university as a "substitution" only for the purposes of this agreement, enter Sub. If a course requirement is waived by the receiving institution, enter Wav. If a course is to be accepted by the university as a MnTC goal area, restricted elective or unrestricted elective, leave the cell blank.

(To add rows, place cursor outside of the end of a row and press enter.)

SECTION A - Minnesota Transfer Curriculum-General Education

College (sending)			University (receiving)			
course prefix, number and name	Goal(s) ¹	Credits	course prefix, number and name	Goal(s) ¹	Credits Applied	Equiv Sub Wav
Minnesota Transfer Curriculum-General Education						
POLS 1120 American National Government OR POLS 1130 State and Local Government	5, 9	3	POLS 120 American National Government & Politics OR POLS 221 Minnesota State & Local Gov	5, 9	3	Equiv
COMM 1120 Introduction to Public Speaking	2, 5, 9	3	COMM 100 Speech Communication	2, 5, 9	3	Equiv
ENGL 1101 College Writing	1	3	ENGL 101 English Composition I	1A	3	Equiv
PSYC 1200 General Psychology	1	3	ENGL 101 English Composition I	1B	3	Equiv
Sociology Course <i>Recommendation: Take a course that meets goal areas 5 & 7 to complete more goal areas</i>	5, 9	3	PSY 113 General Psychology	5, 9	3	Equiv
MnTC Electives <i>Recommendation: Take course in goal area 3, 4, 6, 8, or 10</i>	5, 7	3	Goal Areas 5, 7	5, 7	3	
	3 - 10	3	Goal Area 3, 4, 6, 8, or 10	3 - 10	3	
MnTC/General Education Total		18				

Special Notes, if any:

SECTION B - Major, Emphasis, Restricted and Unrestricted Electives or Other

(pre-requisite courses, required core courses, required courses in an emphasis, or electives (restricted or general) within the major). Restricted

¹ MnTC goal areas transfer to the receiving MnSCU college/university according to the goal areas designated by the sending college/university

electives (in Major) fulfill a specific requirement within a major. Example A: "Chose two of the following three courses;" Example B: A Biology degree may require 40 science credits (20 credits of required courses + 20 credits of listed related courses, such as botany, genetics, sociobiology, etc. which students can select).

Major, Emphasis, Restricted, Unrestricted Electives or Other Courses			
PARA 1101 Introduction to Paralegal	3	PARA 125 Introduction to Paralegal	3 Equiv
ACCT 1120 Business Law	3	ACCT 304 Legal Environment of Business*	3 Equiv*
PARA 1102 Research & Writing I	3	PARA 251 Legal Research and Writing*	3 Equiv*
ACCT 1012 Principles of Bookkeeping OR	3	Electives	33
ACCT 2211 Financial Accounting I			
HRES 1122 Human Resource Management	3		
CPTR 1104 Intro to Computer Tech	3		
PARA 1104 Civil Law for Paralegals	3		
PARA 1105 Criminal Law for Paralegals	3		
PARA 1106 Wills, Trusts and Probate	3		
PARA 1112 Legal Ethics for the Paralegal	3		
PARA 2202 Research & Writing II	3		
PARA 2204 Real Property	3		
PARA 2210 Advanced Paralegal Practices OR	3		
PARA 2216 Paralegal Internship			
PARA 2212 Family Law	3		
Major, Emphasis, Unrestricted Electives Total	42	Total College Credits Applied (sum of sections A and B)	60

Sub
Sub

Special Notes, if any: * This course will be accepted as equivalent by validation with an acceptable score on a competency examination; otherwise the course transfers as elective.

SECTION C - Remaining University (receiving) Requirements

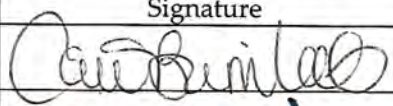

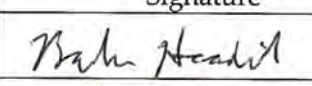

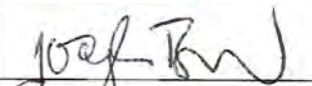

	course prefix, number and name	Credits
	MnTC/ Gen ED courses to complete LASC Goal Areas	24
	PARA 310 Civil Procedure I	3
	PARA 320 Family Law	3
	PARA 325 Interviewing	3
	PARA 331 Debtor-Creditor/ Bankruptcy Law	3
	PARA 375 Legal Ethics	3
	PARA 405 Wills, Estates and Taxation	3
	PARA 416 Elder Law	3
	PARA 425 Advanced Legal Research & Writing	3
	PARA 469 Internship **	4 - 12
	Emphasis Choice (one from below)	
	Transactions ACCT 304 Legal Environment of Business* (3) ACCT 306 Contracts & Business Entities (3) PARA 321 Employment Law (3) PARA 380 Real Estate (3)	9 - 12
	OR Litigation PARA 346 Public Benefits (3) PARA 410 Civil Procedure II (3) PARA 420 Criminal Litigation (3) PARA 435 Personal Injury (3)	
	Credit in one other area of emphasis	3
	*ACCT 304 Legal Environment of Business (Transactions Emphasis)	3
	* PARA 251 Legal Research and Writing II	3
	Total Remaining University Credits²	64 - 67

Special Notes, if any: * These courses will need to be taken at MSUM if validation is not achieved. **Additional credits may be taken to fulfill the 40 credit upper division course requirement or to maximize an internship.

SECTION D - Summary of Total Program Credits

College (sending) Credits		University (receiving) Requirements	
MnTC/General Education	18		
Major, Emphasis, Unrestricted Electives or Other	42		
Total College Credits	60	Total College Credits Applied	60
		Remaining credit to be taken at the university (receiving institution)	64 - 67
		Total Program Credits	124 - 127
Special Notes, if any:			

² At least 40 of the required credits for the baccalaureate degree shall be at the upper-division level. If a lower division course is shown as equivalent to an upper division course, check with the university to determine if it will count toward the 40 required credits of upper division.

College	Name	Signature	Date
Chief Academic Officer	Dr. Carrie Brimhall		11/23/15
Academic Dean	Tom Whelihan		September 25, 2015
Title			
University	Name	Signature	Date
Department Chairperson	Barbara Headrick		12/10/15
Academic Dean	Dr. Randy Cagle		12/15/15
Chief Academic Officer	Dr. Joseph Bessie		02/17/16
DARS Encoder	Tara Spletstoser		3/9/16
Date when equivalencies were verified/encoded in DARS by the receiving MnSCU institution.			