

# TRANSFER OF CREDITS (ARTICULATION) AGREEMENT Between



|  |                           |
|--|---------------------------|
| <b>Minnesota State Community<br/>&amp; Technical College</b> | <b>University of Mary</b> |
|--|---------------------------|

This Agreement is entered into between **Minnesota State Community & Technical College** (hereinafter M State), and **University of Mary** (hereinafter UMary). This Agreement and any amendments and supplements, shall be interpreted pursuant to the laws of the North Dakota.

**Whereas:**

- M State has established undergraduate programs in which students earn an AS or AA degree (hereafter sending program) and
- UMary has established undergraduate programs in which students earn a BS or BA degree (hereinafter receiving programs),

The receiving institution will facilitate credit transfer between sending and receiving programs and provide a smooth transition from one related program to another.

| <b>Sending Programs</b>   |   | <b>Receiving Programs</b>  |
|---|---|--|
| AS in Human Resources   |  | BS in Business Management  |
| Additional AS or AA tracks as requested in future by either institution |  | Additional BS/BA tracks as requested in future by either institution |

**It is mutually agreed:**

**1. Admission and Graduation Requirements**

- UMary's admission and program admission requirements apply to both direct entry students and to students who transfer under this agreement.
- Students must fulfill the graduation requirements at both institutions.
- Students must complete the entire sending program and meet the UMary's admission requirements for the agreement to apply.
- All applicable state and federal laws will take precedence in administering or severing this MOU.

**2. Transfer of Credits**

UMary will accept transfer credits from the sending institution in accordance with its Transfer of Credit policy and as described in the Program Articulation Maps (hereafter Maps). The Maps shall be developed and/or reviewed annually by UMary's Office of the Registrar to ensure consistency with each institution's Catalog. The Maps shall be provided to M State for review and correction annually. M State and UMary shall cooperatively work with students to resolve the transfer of courses should changes to either sending or receiving programs occur that are not reflected in the Maps. This agreement is open to any liberal arts transfer track or other appropriate M State program of professional study. Vocational and technical courses will generally not transfer for university credit.

**Implementation and Review**

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.

The college and university shall work with students to resolve the transfer of courses should changes to programs occur while the agreement is in effect.

When a student notifies the receiving institution of their intent to follow this agreement, the receiving institution will encode course waivers and substitutions.

**Effective Date and Duration**

This Articulation Agreement is effective on 03 / 28 / 2025 (insert date) and shall remain in effect until terminated or amended by either party with 30 days prior written notice.

**TRANSFER OF CREDITS (ARTICULATION)**  
**AGREEMENT Between**

| <b>Minnesota State Community<br/>&amp; Technical College</b> | <b>University of Mary</b>                   |
|--|---|
| Chief Academic Officer: Dr. Matthew Borcharding              | Chief Academic Officer: Dr. Diane Fladeland |
| Signature: <i>Matthew J. Borcharding</i>                     | Signature: <i>Diane Fladeland</i>           |
| Date: 03 / 28 / 2025   | Date: 03 / 28 / 2025                        |

# Complete Your Bachelor's Degree

University of Mary and Minnesota State Community and Technical College



## Business Management, Human Resources AS Pathway

*The University of Mary and Minnesota State Community and Technical College have partnered to support you as you work toward your bachelor's degree. Through this partnership, it's even easier to make the step from an associate's degree program to finishing a bachelor's degree.*

Our partnership allows you to easily transfer course credits earned at M State and use them toward earning a bachelor's degree from the University of Mary. Using the guide on the back, you can plan in advance to complete the all appropriate coursework required to earn your bachelor's degree — meaning you'll be well prepared for success as you pursue a bachelor's degree.

*The University of Mary is dedicated to supporting students like you — those answering the call to serve in their communities and meet their regional workforce needs. While each student comes to us with distinct circumstances, experiences, and perspectives, our faculty, advisors, and staff will ensure that you graduate with the tools you need to succeed — in your career and in your life.*



### Questions?

We're just a phone call or email away, 701-355-8030 or [enroll@umary.edu](mailto:enroll@umary.edu)

Degree Requirements by Course Listing

Human Resources AS

| M State Course Name and Number                  | University of Mary Course |
|---|---------------------------|
| BUS 1100 Business Computers (3 cr)              | CIS 101                   |
| COMM 1120 Intro to Public Speaking (3 cr)       | COM 110                   |
| ENGL 1101 College Writing (3 cr)                | ENG 111                   |
| ENGL 1215 Professional/Technical Writing (3 cr) | ENG 125                   |
| HRES 1122 Human Resource Mgt (3 cr)             | BUS 371                   |
| HRES 1126 Talent Acquisition (3 cr)             | BUS 125                   |
| HRES 1130 Benefits Administration (3 cr)        | BUS 125                   |
| HRES 1134 Training and Development (3 cr)       | BUS 125                   |
| HRES 2204 Policy Administration (3 cr)          | BUS 225                   |
| HRES 2212 Strategic Compensation (3 cr)         | BUS 225                   |
| HRES 2224 Employee/Labor Relations (3 cr)       | BUS 225                   |
| HRES 2245 Human Resources Internship (1 cr)     | BUS 225                   |
| HRES 2252 Human Resources Systems (2 cr)        | BUS 225                   |
| ACCT 2211 Financial Accounting I* (3 cr)        | ACC 101                   |
| MATH 1114/1213 Algebra/Intro Stats (4 cr)       | MAT103/180                |
| PSYC 1200 Gen Psych/SOC 1111 Intro Soc (3 cr)   | PSY 201/SOC 107           |
| ECON 2210 or 2222 Macroeconomics (3 cr)         | ECN 203 or 204            |
| PHIL 1201 Ethics* (3 cr)                        | PHI 208                   |
| 8 cr Gen Ed MnTC Goal                           | 8 cr Liberal Arts         |

60 Credits

Maximum of 62 M State credits can be transferred to the University of Mary.

Courses that will be applied toward the Business Administration major at the University of Mary require a minimum grade of C-.

If student is pursuing an AA degree instead of AS, different elective courses may be required at M State to fulfill those requirements. Meet with your advisor to adapt your course plan.

Students may choose to complete electives at M State other than those recommended above. Contact University of Mary Admissions if you have questions regarding transfer equivalencies for different courses, in order to ensure the selected courses will apply toward your University of Mary program of study.

The following courses to be completed at The University of Mary

FYE 322

Transition Seminar (1 cr)

ACC 102

Principles of Accounting II (3 cr)

COM 214

Business Communication (3 cr)

THE 234

Benedict: Yesterday and Today (3 cr)

BUS 201

Advanced Spreadsheets (3 credits)

BUS 311

Business Law I (3 cr)

BUS 326

Management/Leadership Concepts (3 credits)

BUS 328

Organizational Behavior (3 credits)

BUS 346

Small Business Management (3 credits)

BUS/CTH 355

Principles of Catholic Social Teaching in Business (3 credits)

BUS 374

Contemporary Economics (3 credits)

BUS 401

Operations Management (3 credits)

BUS 403

Strategic Leadership and Management (3 credits)

BUS 420

International Business (3 credits)

BUS 436

Leading Organizational Change (3 credits)

BUS 454

Project Management (3 credits)

HUM 499

Senior Competency Testing (0 credits)

Additional Liberal Arts Electives (9 credits)

Free Elective Credits (9 cr at the 300/400 level)

Total: 124 semester credits required for graduation

|                         |  |
|-------------------------|--|
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## Document History


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Sent for signature to Dr. Matthew Borcharding (matthew.borcharding@minnesota.edu) and Dr. Diane Fladeland (dflade@umary.edu) from acaffair@umary.edu  
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