

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

**North Hennepin Community College (NHCC)  
AND  
Bethel University  
College of Adult & Professional Studies  
(CAPS)**

\*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 **North Hennepin Community College** (hereinafter sending institution), and **Bethel University College of Adult & Professional Studies** (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 an **Associate in Applied Science degree in Business Computer Systems & Management** (hereinafter sending program), and the receiving institution has established a **Bachelor of Arts degree in Business Management** (hereinafter receiving program), and will facilitate credit transfer and provide a smooth transition from one related program to another. This agreement presupposes that the student will have completed the program in its entirety as documented below with no changes, substitutions, waivers, additions or omissions – any variation will necessitate an individual evaluation to determine whether there is any impact on the details of this agreement. 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 **62** credits remain to complete the receiving program.
- B. Courses will transfer as described in the attached Program Articulation Table.

**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 **01/01/2015** and shall remain in effect until the end date of **12/31/2019** 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 **07/01/2019** (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	North Hennepin Community College	Bethel University <b>College of Adult &amp; Professional Studies</b>
Program name	Business Computer Systems & Management	Business Management
Award Type (e.g., AS)	AAS	BA
Credit Length	60	122
CIP code (6-digit)	521201	520201
Describe program admission requirements (if any)		See current CAPS Catalog: <a href="http://caps.bethel.edu/academics/catalog">http://caps.bethel.edu/academics/catalog</a>

<b>SECTION A - Minnesota Transfer Curriculum-General Education</b>						
College (sending)			University (receiving)			
course prefix, number and name	Goal(s)	Credits	Course	General Education Category	Credits Applied	Equip Sub Wav
<b>Minnesota Transfer Curriculum-General Education</b>						
COMM1010 Fundamentals of Public Speaking	1	3	TRAN160	G1	3	Sub
ECON1070 Principles of Economics Micro	5	3	ECON109: Introduction to Microeconomics	G5	3	Equip
ENGL1201 College Writing I or ENGL1200 Gateway College Writing	1	4	TRAN100R	R, G1	4	Sub
MATH 1140 Finite Math or MATH 1150 College Algebra	4	3	TRAN100M	G4	3	Sub
MNTC Electives from 3 Goal areas		7	TRAN100	Elective	7	
<b>MnTC/General Education Total</b>		20				
<b>Special Notes: See Section C for options on selecting additional NHCC courses to fulfill CAPS graduation requirements.</b>						

### 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 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				
ACCT2111 Financial Accounting	4	TRAN100	4	
BUS1200 Principles of Management	3	TRAN100	3	
CIS1101 Business Computer Systems I	3	TRAN100T	3	Sub G3
CIS1220 Business Decision Making: Excel	3	TRAN100T	3	Sub G3
CIS 1260 Business Communications and Technology	3	TRAN100 (G1)		Sub G1
CIS1310 The Whole Internet	3	TRAN100	3	
CIS 1700 Project Management Software Tools	3	TRAN100	3	
CIS Specialty courses: At least 18 credits				
ACCT2112 Managerial Accounting (4)		TRAN100		-
BUS1100 Business & the American Economy (3)		BUSN104: Business and Society		Equiv G2
BUS1600 Principles of Marketing (3)		TRAN100		-
CIS1000 Electronic Keyboarding Comm (3)		TRAN100		-
CIS1102 Bus Comp Syst II		TRAN100		-
CIS1200 Word Processing (3)		TRAN100		-
CIS1210 Desktop Publishing (3)	15	TRAN100	15	-
CIS1230 Business Presentations: PowerPoint (3)		TRAN100		-
CIS1240 Information Management: Access (3)		TRAN100		-
CIS1250 Photoshop Essentials for Business (3)		TRAN100		-
CIS1400 Windows/Operating Systems (3)		TRAN100		-
CIS1990 CIS: Special Topics (1-3)		TRAN100		-
CIS2010 CIS Internship (3)		TRAN100		-
CIS 2310 Introduction to E-Commerce (3)		TRAN100		-
Unrestricted elective credits (if none enter 0)	0	College's unrestricted elective credits accepted in transfer (if none enter 0)	0	
<b>Major, Emphasis, Unrestricted Electives Total</b>	<b>40</b>	<b>Total College Credits Applied (sum of sections A and B)</b>	<b>60</b>	

**SECTION C - Remaining University (receiving) Requirements**

	course prefix, number and name	Credits
	BUSN301 Foundations of Business Management	3
	BUSN302 Foundations of Human Resource Mgmt	3
	BUSN323 Intro to Marketing Management	3
	BUSN360 Info Technology and Applications	3
	BUSN420 Accounting for Managers	3
	BUSN430 Business Law	3
	BUSN480 Financial Decision Making	3
	BUSN491 Business Capstone	1
	ECON404 Managerial Econ and Org Architecture	3
	MATH301M Managerial Mathematics	3
	PHIL425H Applied Ethical Decisions in Life & Bus	3
	In 2014-15: GENS413P/CORE413P & THEO415 In 2015-16ff: CORE300, CORE310, & CORE320	6-9
	<b>Select one concentration</b> Business Communication concentration: BUSN304, COMM332, COMM444, ORGL350 Global Business concentration: BUSN310E, BUSN375, COMM340E, ORGL420 Human Resource Management concentration: HRMA305, HRMA307, HRMA401, HRMA403 Management concentration: BUSN308, BUSN310E, BUSN320, BUSN401	12
	3 courses: ARTC150A, BIBL230, & CHMN140, or other CAPS Goal Area 6 courses. Can be replaced by NHCC Goal Area 6 courses.	9
	University unrestricted elective credits not counted elsewhere (if none enter 0) <sup>2</sup>	1-13
	<b>Total Remaining University Credits</b>	<b>62</b>

**Special Notes<sup>2</sup>: University unrestricted elective credit will vary depending on whether any Section C general education graduation requirements are met by NHCC courses or concentration courses.**

SECTION D - Summary of Total Program Credits			
College (sending) Credits		University (receiving) Requirements	
MnTC/General Education	20		
Major, Emphasis, Unrestricted Electives or Other	40		
<b>Total College Credits</b>	<b>60</b>	<b>Total College Credits Applied</b>	<b>60</b>
		<b>Remaining credit to be taken at the university (receiving institution) (minimum)</b>	<b>62</b>
		<b>Total Program Credits (minimum)</b>	<b>122</b>
<b>Special Notes, if any:</b>			

NHCC	Name	Signature	Date
Chief Academic Officer	Landon Pirius		
Dean of Business & Career Programs	Renaë Fry		

CAPS	Name	Signature	Date
Associate Dean	Diane L. Dahl, Ph.D.		

DARS Encoder	Ameë Nefzger Banks		
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SECTION D - Summary of Total Program Credits			
College (sending) Credits		University (receiving) Requirements	
MnTC/General Education	30		
Major, Emphasis, Unrestricted Electives or Other	30		
<b>Total College Credits</b>	<b>60</b>	<b>Total College Credits Applied</b>	<b>60</b>
		<b>Remaining credit to be taken at the university (receiving institution) (minimum)</b>	<b>62</b>
		<b>Total Program Credits (minimum)</b>	<b>122</b>

NHCC	Name	Signature	Date
Chief Academic Officer	Landon Pirius		
Dean of Business & Career Programs	Rena Fry		

CAPS	Name	Signature	Date
Associate Dean	Diane L. Dahl, Ph.D.	Diane L. Dahl PhD	11/17/14

DARS Encoder	Amee Nefzger Banks		
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