

Articulation Agreement Template is provided by the Maryland Higher Education Commission (MHEC) and is a resource for institutions. This template is not legal advice. Institutions should consult their own legal counsel regarding articulation agreements and other agreements, contracts, or institutional policies. Please provide a copy of all institutional articulation agreements to MHEC.

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**ACADEMIC PROGRAM ARTICULATION AGREEMENT BETWEEN
COLLEGE OF SOUTHERN MARYLAND AND THE UNIVERSITY OF BALTIMORE
REGARDING TRANSFER FROM ASSOCIATE OF APPLIED SCIENCE IN BUSINESS
MANAGEMENT TO B.S. IN BUSINESS ADMINISTRATION**

This Academic Program Articulation Agreement (“Agreement”) is entered into by and between College of Southern Maryland the “Sending Institution”) and the University of Baltimore (the “Receiving Institution”) (collectively, the “Institutions”) to facilitate the transfer of academic credits from Associate of Applied Science in Business Management for the completion of Bachelors of Science in Business Administration, All Specializations and/or Completer Programs (the “Program(s)").

A. Qualifying Students

This Agreement pertains to the transfer of “Qualifying Students”, *i.e.*, those students who:

1. Have successfully completed the program at the Sending Institution;
2. Are enrolled in the Sending Institution, in good standing; and
3. Are accepted for admission to the Receiving Institution

B. Responsibilities of the Institutions

The Institutions agree to implement the transfer of Qualifying Students in accordance with applicable law and the following requirements and protocols:

1. A Qualifying Student may transfer into from the Transferring Institution into the Receiving Institution for the completion of the Program.
2. Courses that the Receiving School will accept credits for towards completion of the Program include:

Sending Institution Course			Receiving Institution Comparable Course			
Course Number	Course Name	Credits	Course Number	Course Name	Credits	Applied to*
ENG-1010	Composition and Rhetoric	3	WRIT-101	English Composition	3	General Education
MTH-1120	COURSE SUBSTITUTION – College Algebra	3	MATH-110	College Algebra*	3	Gen Ed, Major
ACC-2010	Principles of Accounting I	3	ACCT-201	Introduction to Financial Accounting*	3	Major
BAD-1335	Applied Business Communications	3		Elective	3	Major
ECN-1015	Introduction to Business in a Market Economy	3		Elective	3	General Education

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ACC-2020	Principles of Accounting II	3	ACCT-202	Introduction to Managerial Accounting*	3	Major
BAD-2710	Human Relations and Leadership	3		Elective	3	
ECN-2020	Principles of Microeconomics	3		Elective	3	Gen Ed, Major
ENG-2050	Business and Technical Writing	3		Elective	3	
Choose One of the Following Two:						
BAD-1300	Business Mathematics	3		Elective	3	
MTH-1015	Introduction to Statistics	3	MATH-115	Statistics*	3	Gen Ed, Major
BAD-1210	Principles of Management	3		Elective	3	
BAD-2070	Business Law I	3	BULA-151	Business Law I*	3	Major
ECN-2025	Principles of Macroeconomics	3	ECON-200	The Economic Way of Thinking	3	GenEd, Major, both ECN2020 and 2025 must be completed to meet ECON200 requirement
Business Elective		3		Depends on Course Taken	3	
Elective (Recommend Humanities Course)		3		Depends on Course Taken	3	
ACC-2681	Business Finance	3		Elective	3	
BAD-2610	Principles of Marketing	3	MKTG-301	Marketing Management	3	Major
BAD-2700	Human Resource Management	3	MGMT-315	Human Resource Management	3	Major
Biological/ Physical Sciences	Select from General Education List	3		Depends on Course Taken	3	Gen Ed, Major ation
Choose One of the Following Two:						
COM-1010	Basic Principles of Speech Communication	3	CMAT-201	Oral Communications*	3	Gen Ed, Major
COM-1650	Introduction to Public Speaking	3	CMAT-201	Oral Communications*	3	Gen Ed, Major
Total:		60	Total:			60

*a grade of C or better is required to earn credit for the major.

3. Additional Academic and Admission Requirements:

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- Students must complete their final thirty (30) credits with UB
 - All courses designated as applying to the Major must have a grade of “C” or better.
 - Students must complete 120 credits to earn the B.S. in Business Administration.
 - Students who complete this program have the option to enroll in any of the Business Administration Specializations, with exception:
 - i. A 2.5 cumulative GPA is required for the Accounting Specialization
 - ii. A 2.25 cumulative GPA is required for the Finance Specialization.
 - iii. For the Online Accounting and General Business Completer Programs, an Associate degree or 60 credits in Business, including UB Lower Level General Education equivalencies, is recommended
 - Students must meet the academic requirements and policies as published in the catalog for the year they first enroll at UB; and for subsequent catalog years should they discontinue their studies at UB.
4. The Receiving Institution shall designate, and shall provide to the Sending Institution, the contact information for a staff person at the Receiving Institution who is responsible for the oversight of the transfer of Qualifying Students. The Sending Institution shall designate, and shall provide to the Receiving Institution, the contact information for a staff person at the Sending Institution who is responsible for the oversight of the transfer of Qualifying Students.

	Sending Institution	Receiving Institution
Name of staff person responsible for oversight	Jacqui Rogers	Seth Marc Kamen
Title of staff person	Coordinator of Transfer and Articulation	Assistant Vice President
Email address	jgrogers@csm.edu	skamen@ubalt.edu
Telephone Number	301.934.7571	410.837.4777

Should the staff person or position change, the institution will promptly provide new contact information to the partner institution and inform the Maryland Higher Education Commission of the change.

5. If the Qualifying Student is using federal Title 38 VA Education Benefits (GI Bill® Education Benefits), the Institutions shall adhere to all applicable U.S. Department of Veterans Affairs’ regulations, including the regulations governing the awarding prior credit, as regulated under Title 38, Code of Federal Regulations, Sections 21.4253(d)(3) and 21.4254(c)(4).
6. Each Institution shall adhere to all applicable transfer requirements set forth in the Annotated Code of Maryland and the Code of Maryland Regulations.

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7. Each Institution shall advise students regarding transfer opportunities under this Agreement, and shall advise students of financial aid opportunities and implications associated with the transfer.
8. Should either Institution make changes to program requirements, the institution will inform the partner institution immediately. The articulation agreement should be updated to reflect the changes and forwarded to the Maryland Higher Education Commission.

C. Term and Termination

1. This agreement shall be effective on the date that it is signed by the appropriate and authorized representatives of each Institution.
2. Either Institution may, at its sole discretion, terminate this Agreement upon delivering 60 days written notice to the other Institution and the Maryland Higher Education Commission.
3. Both Institutions agree to meet once every 2 years to review the terms of this agreement.

D. Amendment

1. This Agreement constitutes the entire understanding and agreement of the Institutions with respect to their rights and obligations in carrying out the terms of the Agreement, and supersedes any prior or contemporaneous agreements or understandings.
2. This Agreement may be modified only by written amendment executed by both Institutions.

E. Governing Law

This Agreement shall be governed by, and construed in accordance with, the laws of the State of Maryland.

F. Counterparts

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

G. Notice of Agreement

1. The Institutions agree to provide a copy of this Agreement, with any amendments, to the Maryland Higher Education Commission.

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- 2. The Institutions agree to provide copies of this Agreement to all relevant individuals and departments of the Institutions, including but not limited to students, academic department chairs participating in the transfer, offices of the president, registrar’s offices, and financial aid offices.

H. No Third-Party Beneficiaries

There are no third-party beneficiaries to this Agreement.

I. Representations and Warranties of the Parties

Both Institutions represent and warrant that the following shall be true and correct as of the Effective Date of this Agreement, and shall continue to be true and correct during the term of this Agreement:

- 1. The Institutions are and shall remain in compliance with all applicable federal, state, and local statutes, laws, ordinances, and regulations relating to this Agreement, as amended from time to time.
- 2. Each Institution has taken all action necessary for the approval and execution of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

College of Southern Maryland

University of Baltimore

DocuSigned by:
 By: Dr. Eileen Abel
E55E11884CBD43E
 Dr. Eileen Abel
 Vice President for Academic Affairs
 6/25/2020

 Date

DocuSigned by:
 By: Dr. Catherine Andersen
907D5BF2CDEA4EB
 Catherine Andersen Ph.D.,
 Interim Provost
 6/25/2020

 Date