



**Agreement Between College of Southern Maryland (CSM) and Capitol Technology University (CTU) for the Articulation of the A.S. Business Administration at College of Southern Maryland to B.S. in Business Administration at Capitol Technology University**

**PURPOSE**

This agreement facilitates the transfer of College of Southern Maryland (CSM) students who graduate with an A. S. in Business Administration to the B. S. in Business Administration (BSBA) as well as to the M.B.A. (MBA) at Capitol Technology University (CTU). This agreement defines the terms of the transfer agreement.

The goals inherent in the agreement are to:

1. Facilitate students' transfer from the B. S. in Business Administration at CSM to the B. S. Business Administration program at CTU as efficiently as possible.
2. Facilitate students' admission into CTU's MBA or ISM program after completing the A. S. in Business Administration at CSM and possessing Bachelor's degree from an accredited institution.
3. Establish a clear set of understandings and expectations for institutions, students, and their respective degrees.
4. Establish a pathway for CSM A. S. in Business Administration graduates to earn a degree in Business Administration at CTU as a means to advance their careers in the associated field.

**ARTICULATION AGREEMENT**

CSM and CTU agree to offer articulated programs leading to the award of an A. S. in Business Administration and a B. S. in Business Administration. The two institutions further agree that students from CSM, under the articulation agreement, may transfer credits earned for the A. S. in Business Administration toward the B. S. in Business Administration at CTU. The following general principles guide the implementation of this agreement:

1. The program is designed for graduates of the A. S. degree in Business Administration at CSM to transfer specific courses in which they have earned the grade of C or higher. The number of courses transferred may not exceed 60 credit hours (half the degree per Maryland law). However, students with transfer credits from 4-year institutions may request evaluation of those credits for additional transfer. The credit hours transferred from CSM contribute to the fulfillment of the 120/121 credit hours required for baccalaureate completion (BSBA) at CTU.
2. The course transfer table included with this document specifies courses that will transfer from CSM to CTU.

3. CTU will consider, on a case-by-case basis, accepting credit from non-direct classroom instruction (including CLEP, AP, and other nationally recognized standardized examination scores).
4. For a smooth transition, students at CSM may start taking courses in the Business Administration program at CTU while they are completing the A. S. degree at CSM. However; students are advised to complete the A. S. degree prior to officially transferring to CTU.
5. If CSM and CTU develop a dual enrollment program, this articulation agreement will not prevent students from applying for, participating in, or receiving the benefits of dual enrollment. Those students would then be subject to the dual enrollment program criteria.
6. CSM students who complete the A. S. in Business Administration with a 2.5 grade point average will be automatically accepted into the bachelor's degree program at CTU and will be given consideration for financial assistance and will be eligible to compete for academic scholarships at CTU. Students who finish the A. S. degree with a GPA of 3.0 or higher and subsequently attend CTU full-time will be considered for larger scholarship under a special program.
7. At the request of the CSM Vice President for Academic Affairs, the CTU Academic Dean will provide general information on the academic progress of CSM students enrolled in the CTU BSBA program. Any feedback must adhere to FERPA.
8. CSM and CTU agree to monitor the performance if this agreement and to revise as necessary.
9. CSM and CTU agree to publicize this agreement.
10. The course transfer table is subject to a five-year review for updating and revising as necessary by the appropriate CSM and CTU officials without affecting the signed agreement.
11. Either party may terminate the agreement with 60 days advance written notice to the other. Termination of the agreement will not affect any students currently enrolled in the A. S. in Business Administration program who are taking courses at CTU or who have been accepted into the BSBA at CTU.
12. This agreement becomes effective on the date that the last authorizing party has signed the agreement. The last signer will write the date on the signature page.

**MASTER DEGREE TRANSFER: M.S. (2+2+1):**

Students who complete the A. S. degree in Business Administration at CSM, the B. S in Business Administration at CTU and who have a GPA of 3.0 or greater will be accepted into the M.S. in Information Systems Management or the Master of Business Administration. The program can be completed in one year with student attendance on a full-time basis. Students may contact an advisor regarding eligibility for other master degrees under this program.

## Authorizing Signatures

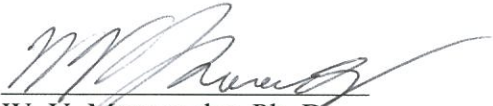
This agreement is authorized for implementation on the 24<sup>th</sup> day of November, 2015



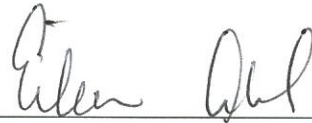
Michael T. Wood, Ph.D.  
President  
Capitol Technology University



Bradley M. Gottfried, Ph.D.  
President  
College of Southern Maryland



W. V. Maconachy, Ph.D.  
VP Academic Affairs, CAO



Eileen D. Abel, Ph.D.  
VP for Academic Affairs



Helen G. Barker, D.M.  
Dean Business and Info. Sciences



Bernice D. Brezina, M.S.  
Division Chair

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**Course Transfer Table**  
**A.S. Business Administration at College of Southern Maryland to**  
**B.S. in Business Administration at Capitol Technology University**  
 Bachelor of Science (120/121 Credits)

COURSE NUMBER, TITLE and NUMBER of CREDITS			COURSE NUMBER, TITLE and NUMBER of CREDITS		
<b>Business Fundamentals</b>		<b>27 Credits</b>	<b>Humanities/Social Sciences</b>		<b>19 Credits</b>
		Transferred Course			Transferred Course
	BUS-174 Intro to Business/Management (3)	ECN 1015		FS-100 Freshman Seminar (1)	
	BUS-270 Financial Accounting I (3)	ACC 2010		HU-331 <b>OR</b> 332 Arts and Ideas (3)	
	BUS-271 Financial Accounting II (3)	ACC 2020		SS-351 Ethics (3)	
	BUS-275 Human Resource Management (3)			Arts & Humanities Elective (3)	ELECTIVE
	BUS-279 Introduction to Leadership (3)			Arts & Humanities Elective (3)	COM 1010 or COM 1650
	BUS-280 Macroeconomics (3)	ECN 2025		Social Science Elective (3)	ELECTIVE
	BUS-281 Microeconomics (3)	ECN 2020		Social Science Elective (3)	
	BUS-283 Managerial Accounting (3)		<b>Information Technology</b>		<b>12 Credits</b>
	BUS-372 Financial Management (3)			BUS-250 Database for Managers (3)	
<b>Business Administration</b>		<b>24 Credits</b>		BUS-301 Project Management (3)	
	BUS-200 Business Communications (3)	BAD 1335		BUS-362 Information Systems for Managers (3)	
	BUS-376 Marketing Principles (3)			SE-321 Human Computer Interaction (3)	
	BUS-378 Legal Environment (3)	BAD 2070	<b>Math and Science</b>		<b>15 Credits</b>
	BUS-384 Production/Operations Mgmt (3)			BUS-350 Decision Making (3) <b>OR</b>	
	BUS-386 Organizational Theory/Behavior (3)			BUS-400 Research Methods (3)	
	BUS-410 Strategic Management (3)			MA-110 Business Math I (3)	MTH 1560 or MTH 1200
	BUS-454 International Business (3)			MA-111 Business Math II (3)	
	BUS-458 Senior Project (3)			MA-128 Introduction to Statistics (3)	MTH 2300
<b>General Electives</b>		<b>15 Credits</b>		Science Elective without lab (3)	Science elective without lab
	1. Elective 1001 and above (Will be evaluated for transfer to core courses)	3	<b>English Communications</b>		<b>9 Credits</b>
	2. Elective 1001 and above (Will be evaluated for transfer to core courses)	3		EN-101 English Communications I (3)	ENG 1010
	3. Elective 1001 and above (Will be evaluated for transfer to core courses)	3		EN-102 English Communications II (3)	ENG 1020
	4. Biological/Physical Science Elective with lab (4)	4 (3 of 4 credits transfer)		EN-408 Writing Seminar in Tech Research (3)	
	5. Elective 1001 and above (Will be evaluated for transfer to core courses)	3			
	Evaluated by (list below)	Date			
	1.		<b>TOTAL CREDITS</b>		<b>60</b>
Student's First Name:		Initial:	Comments: BAD 2960 (1 credit) does not transfer.		
Last Name:					

# REACH HIGHER. GO FURTHER. TRANSFER TO CAPITOL TECHNOLOGY UNIVERSITY.

You've been working hard toward building the foundation for a bachelor's degree. Capitol Technology University is ready to take you the rest of the way.

We have small class sizes, professors who are industry experts and a hands-on approach to education. And, we've led the field with transfer scholarships up to \$10,000 per year and agreements with community colleges just like yours!

- Innovative, in-demand programs in engineering, computer science and technology programs
- 50% tuition cut for all business students
- State-of-the-art technology, facilities and housing
- Tuition lock program that keeps your tuition low throughout your college career
- Beautiful 52-acre campus in the Washington, D.C. suburb of Laurel, MD
- Local and regional partnerships with more than 56 corporations, government agencies and contractors
- Job guarantee for all qualified undergraduates

## See if you qualify for a Capitol Technology University Merit Scholarship

Credits GPA	AA or Higher	60+CR	48+CR	36+CR	24+CR	12+CR
3.8	\$10,000	\$10,000	\$10,000	\$9,500	\$9,000	\$8,500
3.7	\$10,000	\$10,000	\$9,500	\$9,000	\$8,500	\$8,000
3.6	\$10,000	\$9,500	\$9,000	\$8,500	\$8,000	\$7,500
3.5	\$9,500	\$9,000	\$8,500	\$8,000	\$7,500	\$7,000
3.4	\$9,000	\$8,500	\$8,000	\$7,500	\$7,000	\$6,500
3.3	\$8,500	\$8,000	\$7,500	\$7,000	\$6,500	\$6,000
3.2	\$8,000	\$7,500	\$7,000	\$6,500	\$6,000	\$5,500
3.1	\$7,500	\$7,000	\$6,500	\$6,000	\$5,500	\$5,000
3.0	\$7,000	\$6,500	\$6,000	\$5,500	\$5,000	\$5,000
2.9	\$6,500	\$6,000	\$5,500	\$5,000	\$5,000	\$4,500
2.8	\$6,000	\$5,500	\$5,000	\$5,000	\$4,500	\$4,000

\*Grid is based on credits earned, not on credits accepted into Capitol Technology University.

\*Scholarship amounts for Business majors are half that of any grid calculations above.

\*Actual scholarship amounts may increase when subject to a complete applicant review.

\*Award amounts are for full-time laurel campus applicants. Satellite campus awards vary according to per credit tuition costs.

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## Degree Programs

- Astronautical Engineering
- Business Administration
- Computer Engineering
- Computer Engineering Technology
- Computer Science
- Electrical Engineering
- Electronics Engineering Technology
- Cyber and Information Security
- Management of Cyber and Information Technology
- Software Engineering
- Software and Internet Applications
- Telecommunications Engineering Technology
- Mobile Computing and Game Programming

## The Capitol Job Guarantee

We guarantee our qualified bachelor's degree graduates placement in their field with a competitive salary within 90 days of graduation! Get all the details at [www.captechu.edu](http://www.captechu.edu)



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