

**Agreement Between College of Southern Maryland (CSM) and Capitol Technology University (Capitol) for the Articulation of the A.S. Business Administration: Technical Management at College of Southern Maryland to B.S. in Management of Cyber and Information Technology 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: Technical Management to the B. S. in Management of Cyber and Information Technology (BSMCIT) as well as to the M.B.A. (MBA) at Capitol Technology University (Capitol). This agreement defines the terms of the transfer agreement.

The goals inherent in the agreement are to:

1. Facilitate students' transfer from the A. S. in Business Administration: Technical Management at CSM to the B. S. Management of Cyber and Information Technology program at Capitol as efficiently as possible.
2. Facilitate students' admission into Capitol's MBA or ISM program after completing the A. S. in Business Administration: Technical Management 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: Technical Management graduates to earn a degree in Management of Cyber and Information Technology at Capitol as a means to advance their careers in the associated field.

**ARTICULATION AGREEMENT**

CSM and Capitol agree to offer articulated programs leading to the award of an A. S. in Business Administration: Technical Management and a B. S. in Management of Cyber and Information Technology. The two institutions further agree that students from CSM, under the articulation agreement, may transfer credits earned for the A. S. in Business Administration: Technical Management toward the B. S. in Management of Cyber and Information Technology at Capitol. 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: Technical Management 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 63 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 122/123 credit hours required for baccalaureate completion (BSMCIT) at Capitol.

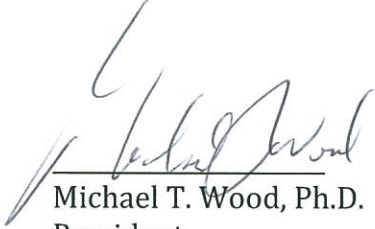
2. The course transfer table included with this document specifies courses that will transfer from CSM to Capitol.
3. Capitol will consider, on a case-by-case basis, accepting credit from non-direct classroom instruction (including CLEP, AP, and other nationally recognized standardized examination scores).
4. For a smooth transition, students at CSM may start taking courses in the Business Administration program at Capitol 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 Capitol.
5. If CSM and Capitol 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: Technical Management with a 2.5 grade point average will be automatically accepted into the bachelor's degree program at Capitol and will be given consideration for financial assistance and will be eligible to compete for academic scholarships at Capitol. Students who finish the A. S. degree with a GPA of 3.0 or higher and subsequently attend Capitol 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 Capitol Academic Dean will provide general information on the academic progress of CSM students enrolled in the Capitol BSMCIT program. Any feedback must adhere to FERPA. .
8. CSM and Capitol agree to monitor the performance if this agreement and to revise as necessary.
9. CSM and Capitol 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 Capitol 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: Technical Management program who are taking courses at Capitol or who have been accepted into the BSMCIT at Capitol.
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: Technical Management at CSM, the B. S in Management of Cyber and Information Technology at Capitol 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 22nd day of OCTOBER, 2015



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



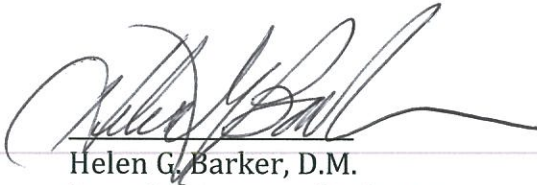
Bradley M. Gottfield, Ph. D.  
President  
College of Southern Maryland



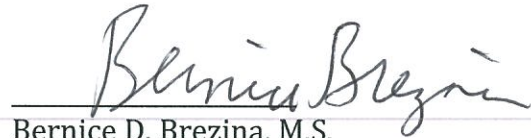
W. V. Maconachy, Ph. D.  
VP Academic Affairs, CAO



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

**Course Transfer Table**  
**A.S. Business Administration: Technical Management, at College of Southern Maryland to B.S. in Management of Cyber and Information Technology at Capitol Technology University**  
 Bachelor of Science (122/123 Credits)

COURSE NUMBER, TITLE and NUMBER of CREDITS			COURSE NUMBER, TITLE and NUMBER of CREDITS		
<b>Business Fundamentals</b> 18 Credits Transferred Course			<b>Information Technology</b> 35 Credits Transferred Course		
	BUS-174 Intro to Business/Management (3)	BAD 1210		BUS-250 Database for Managers (3)	
	BUS-200 Business Communications (3)	BAD 1335		BUS-362 Info Systems for Managers (3)	ITS 1015
	BUS-270 Financial Accounting I (3)	ACC 2010		CT-152 Introduction to Unix (3)	
	BUS-275 Human Resource Management (3)			CS-130 Computer Science Fundamentals I (4)	
	BUS-280 Macroeconomics (3) OR BUS-281 Microeconomics (3)	ECN 2020		CS-150 Intro to Programming using C (4)	
	BUS-372 Financial Management (3)			IAE-201 Introduction to IA Concepts (3)	
				IAE-301 Comprehen Comp/Ntwk Sec I (3)	
<b>Business Administration</b> 21 Credits				IAE-315 Secure Sys/Admin and Ops (3)	
	BUS-208 Internet and the Law (3)	BAD 2070		IAE-325 Secure Data Comm/Cryptology (3)	
	BUS-279 Introduction to Leadership (3)			IAE-402 Intro/Incident Hand/Mal Code (3)	
	BUS-301 Project Management (3)			TC-110 Intro to Telecommunications (3) SUB ALLOWED	Science Elective #2
	BUS-386 Organizational Behavior (3)		<b>Mathematics and Sciences</b> 15 Credits		
	BUS-410 Strategic Management (3)			BUS-400 Research Methods	
	BUS-454 International Business (3)			MA-110 Business Mathematics (3)	MTH Elective
	BUS-458 Senior Project (3)			MA-111 Business Mathematics (3)	
				MA-128 Statistics (3)	MTH 2300
<b>Humanities and Social Sciences</b> 19 Credits				Science Elective (4) CC transfers 3 of the 4 credits	ELECTIVE
	FS-100 Freshman Seminar (1)		<b>English Communications</b> 9 Credits		
	HU-331 OR HU-332 Arts and Ideas (3)	Arts Elective-courses with ART prefix only		EN-101 English Communications I (3)	ENG 1010
	SS-351 Ethics (3)			EN-102 English Communications II (3)	
	Humanities Elective (3)	See note		EN-408 Writing Sem in Tech Research (3)	
	Humanities Elective (3)	ENG 2050	<b>Technical Electives (3 credits each)</b> 6 Credits		
	Social Science Elective (3)	ECN 1015		ACC 2020	3
	Social Science Elective (3)	ELECTIVE		ECN 2025	3
Evaluated by: (list below)		Date:	Schools transferred in from:		
1.			T <sub>1</sub> = T <sub>3</sub> =		
Student's First Name:		Initial:	Comments: See notes for Communication Elective		
Last Name:			<b>TOTAL CREDITS 57-60</b>		

NOTE 1:

**Humanities Elective Semester 1:** If students take PHL 1010, PHL 1400, or PHL 1430 it will transfer as SS 351 allowing an opening for transfer of COM 1010 or COM 1650 as a humanities elective. This would increase transfer credits to 60.

NOTE 2:

**BAD 2960** (1 credit) does not transfer.

NOTE 3:

**Fourth Semester Elective** (1-3 credits) recommendation:

-ENG 1020 transfers as EN 102

-ITS 2940 transfers as SS 351

-PHL 1010 transfers as SS 351

-PHL 1400 transfers as SS 351

-PHL 1430 transfers as SS 351

-Any MTH class from the Mathematics electives listed for program requirements. This course will transfer as the second math course in the MA 110/111 series.

-BAD 2700 transfers as BUS 275

-BAD 1780 transfers as BUS 276

-ITS 2090 transfers as IAE 201

-ITS 1120 transfers as BUS 250

-ITS 2300 transfers as BUS 301

NOTE 4:

Students may transfer a total of 63 credits. One additional course is available for transfer. Recommendations in NOTE 3 are suggested.