

**ACADEMIC PROGRAM ARTICULATION AGREEMENT BETWEEN
COLLEGE OF SOUTHERN MARYLAND (CSM)
AND
STEVENSON UNIVERSITY (SU) REGARDING TRANSFER FROM CSM'S A.S. IN
BUSINESS ADMINISTRATION TO SU'S B.S. IN BUSINESS ADMINISTRATION,
GENERAL TRACK**

This Academic Program Articulation Agreement ("Agreement") is entered into by and between College of Southern Maryland (the "Sending Institution") and Stevenson University (the "Receiving Institution") (collectively, the "Institutions") to facilitate the transfer of academic credits from the A.S. in Business Administration for the completion of the B.S. in Business Administration, General Track (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:

| College of Southern Maryland Degree Requirements | Stevenson Equivalency | Category | Credits Transferred |
|---|---|---------------------|---------------------|
| FYS 1010 | General Elective | | 3 |
| ACC-2010 - Principles of Accounting I | ACC 140 Financial Accounting | Program Requirement | 3 |
| BAD-1335 - Applied Business Communications | IS 260 Management Information Systems | Program Requirement | 3 |
| ECN-1015 - Introduction to Business in a Market Economy | General Elective | | 3 |
| ACC-2020 - Principles of Accounting II | ACC 141 Managerial Accounting | Program Requirement | 3 |
| ECN-2020 - Principles of Microeconomics | EC 202 Principles of Microeconomics | Program Requirement | 3 |
| Humanities PHL-1150 - Cyber Ethics* (3) OR PHL-1430 - Business Ethics (3) | Substitute for MGT 30R Business Ethics | Program Requirement | 3 |
| ECN-2025 - Principles of Macroeconomics | EC 201 Principles of Macroeconomics | Program Requirement | 3 |

| College of Southern Maryland Degree Requirements | Stevenson Equivalency | Category | Credits Transferred |
|---|---|--|---------------------|
| MTH-1015 - Introduction to Statistics | MATH 136 Introduction to Statistics | Program Requirement and GE Quantitative Literacy | 3 |
| Business Elective: BAD-2070 - Business Law I* (3) | LAW 208 Business Law | Program Requirement | 3 |
| Mathematics MTH-1560 - Elementary Calculus* (3) or MTH-1200 - Calculus I and Analytic Geometry* (4) | Math 220 Quantitative Literacy Requirement | Elective | 3-4 |
| ENG-1010 - Composition and Rhetoric | English 151: Composition & Writing from Sources (Composition Requirement) | GE Composition | 3 |
| ENG-1020 - Composition & Literature | English 152: Writing about Literature | GE Composition | 3 |
| General Education Biological/Physical Science with lab | GE Scientific Reasoning-Lab | | 4 |
| General Education Biological/Physical Science | GE Scientific Reasoning | | 3 |
| Communications General Education: COM-1010 - Basic Principles of Speech Communication* OR COM-1650 - Introduction to Public Speaking* (3) | CM 101 Public Speaking | GE Communication-Intensive | 3 |
| General Education Social/Behavioral Science from the list of approved Cultural & Global Awareness Courses | GE Social Science | | 3 |
| Elective--Any course numbered 1001 and above except ACC 1015 SU BAD 2610 - Principles of Marketing | MKT 206 Principles of Marketing | Program Requirement | 3 |
| Elective--Any course numbered 1001 and above except ACC 1015 BAD-1210 - Principles of Management | MGT 204 Principles of Management | Program Requirement | 3 |
| Elective--Any courses numbered 1001 and above except ACC 1015 ■ ENG 2050 - Business and Technical Writing | MGT 210 Business Writing | • Program Requirement | 3 |
| Total | 61 credits Please note: A minimum of 60 credits are needed for the associate's degree | | |

Remaining Courses to be taken at Stevenson

Students who complete the plan above including all recommended courses and earn the A.S. in Business Administration will take the following courses at Stevenson to meet the B.S. in Business Administration, General Track requirements. Students who transfer before completing the associate degree may have more general education and program requirements to take and fewer free electives.
General Education Requirements (0 credits)

Major Requirements (36 credits)

- FIN 300 Principles of Finance 3 credits
- INBUS Any International Business Course 3 credits
- IS 135 MS Office Applications 3 credits
- MGT 310 Organizational Behavior 3 credits
- MGT 313 Operations Management 3 credits
- MGT 422 Strategic Management 3 credits
- MGT 430 Business Capstone Seminar 3 credits
- Total: 21**

General Track (15 credits)

All major requirements, internship (MGT or MKT or FIN 417) and three business electives from the following subject areas: ACC, EC, FIN, INBUS, IS, LAW, MGT, MKT, REA

Additional Credits Needed: Up to 24 credits of general electives. Students are encouraged to pursue a second track, minor, professional minor, or additional internships.

Total credits to be taken at SU: 60

Suggested Course Sequence

| YEAR 3 | | | | |
|---------------------|-------------------------------------|---|-------------------------------------|---|
| SEMESTER | FALL | | SPRING | |
| RECOMMENDED COURSES | FIN300 Principles of Finance | 3 | MGT313 Operations Management | 3 |
| | INBUS Any INBUS course | 3 | Track Requirement | 3 |
| | MGT310 Organizational Behavior | 3 | Business elective | 3 |
| | IS 135 MS Office Applications | 3 | General/Second Track/Minor Elective | 3 |
| | General/Second Track/Minor Elective | 3 | General/Second Track/Minor Elective | 3 |
| CREDITS | 15 CREDITS | | 15 CREDITS | |
| YEAR 4 | | | | |
| SEMESTER | FALL | | SPRING | |
| RECOMMENDED COURSES | MGT422 Strategic Management | 3 | MGT430 Business Capstone | 3 |
| | Business Elective | 3 | FIN/MGT/MKT 417 - Internship | 3 |
| | Business Elective | 3 | General/Second Track/Minor Elective | 3 |
| | General/Second Track/Minor Elective | 3 | General/Second Track/Minor Elective | 3 |
| | General/Second Track/Minor Elective | 3 | General/Second Track/Minor Elective | 3 |
| CREDITS | 15 CREDITS | | 15 CREDITS | |

3. Additional Provisions

- Courses that fulfill program requirements are only eligible for transfer if students have earned a grade of "C" or better. Courses used to fulfill only general education requirements are eligible for transfer if students have earned a grade of "D" or better.
- Students must maintain a (a 2.5) cumulative grade point average in order to transfer.
- Stevenson participates in general education block transfer. Students entering Stevenson with an A.A., A.S., or A.A.T. degree from a Maryland community college will have met all of Stevenson's general education requirements, with the exception of a second composition course if not already taken. The attached transfer plans for applicable programs detail the coursework students would take under the block transfer program. Not all programs are eligible for block transfer.
- Stevenson University will accept up to 70 credits from 2-year institutions. Up to 90 credits can be applied to degree requirements from a combination of 2-year institutions, 4-year institutions, and non-direct classroom instruction (including CLEP, AP, and other nationally recognized standardized examination scores). For

additional information about credit transfer, please see:

<http://www.stevenson.edu/admissions-aid/getting-started/transfer-students/transfer-credit-evaluation/>

- For non-direct classroom instruction, an appropriate score is determined by Stevenson University, and student must submit original test scores/results to Stevenson University. Tech Prep credits will/will not transfer. Credit awarded for prior learning ("life experience") is not recognized by, and is not transferable to, Stevenson University.
 - Students intending to transfer should complete the admission application for Stevenson University following the third semester of their Associate Degree program. Students should contact the Financial Aid Office at Stevenson University as soon as possible in regard to college deadlines for financial aid. Students who have completed an associate degree at a Maryland community college are guaranteed admissions to Stevenson.
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 | Dave Copenhaver |
| Title of staff person | Coordinator of Transfer and Articulation | Assistant Director of Transfer Admissions |
| Email address | jrogers@csmd.edu | wcopenhaver@stevenson.edu |
| Telephone Number | 301-934-7571 | (443)352-4409 |

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.

Additional contact information:

| [Role & Responsibilities of persons listed here] | Sending Institution | Receiving Institution |
|--|--|--|
| Name of person | Thomas Luginbill | Bridget Brennan |
| Title of person | Entrepreneur & Innovation Institute Director | AVP, Academic Affairs |
| Email address | tluginbill@csmd.edu | bhbrennan@stevenson.edu |
| Telephone Number | 301-934-7517 | 443-352-5445 |

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).
 - For scholarship information please see the "Paying for College" page on: <http://www.stevenson.edu/transfer>
6. Each Institution shall adhere to all applicable transfer requirements set forth in the Annotated Code of Maryland and the Code of Maryland Regulations.
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 year(s) 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.
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.

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| <p>College of Southern Maryland</p> <p>By: <u>Eileen Abel</u> Eileen Abel, PhD Vice President of Academic Affairs</p> <p>Date: <u>4-30-19</u></p> | <p>Stevenson University</p> <p>By: <u>Susan Thompson Gorman</u> Susan Thompson Gorman, PhD EVP Academic Affairs and Provost</p> <p>Date: <u>04/24/19</u></p> |
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