

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.

**ACADEMIC PROGRAM ARTICULATION AGREEMENT BETWEEN
COLLEGE OF SOUTHERN MARYLAND
AND
[BOWIE STATE UNIVERSITY] REGARDING TRANSFER ASSOCIATE OF SCIENCE
IN BUSINESS ADMINISTRATION TO [BUSINESS ADMINISTRATION DEGREE,
GENERAL BUSINESS PROGRAM]**

This Academic Program Articulation Agreement (“Agreement”) is entered into by and between College of Southern Maryland (the “Sending Institution”) and [Bowie State University] (the “Receiving Institution”) (collectively, the “Institutions”) to facilitate the transfer of academic credits from Associate of Science in Business Administration for the completion of [Business Administration Degree, HEGIS 050601, and CIP code at Receiving Institution 52 (management (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
4. [Are USMSM Alumni with Associates degree,
5. Are Veterans in Southern Maryland.

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 (BSU) Comparable Course			
Course Number	Course Name	Credits	Course Number	Course Name	Credits	Applied to*
ENG-1010	Composition and Rhetoric	3	ENGL-101	Expository Writing	3	General Education
FYS-1010	First Year Seminar	3	FRSE-101	First Year Seminar	3	
ECN/BA D-1015	Introduction to Business in an Market Economy	3	MGMT-101	Introduction to Business	3	Major Requirement
SCE-1010	Scientific Method and the Modern World	3	General Elective (Science Elective I)		3	General Education

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Choose One of the Following Two Courses:						
MTH-1560	Elementary Calculus	3	Mathematics General Elective (meets Business mathematics requirement)		3	General Education
MTH-1200	Calculus I and Analytic Geometry	4	MATH-215	Elements of Calculus	4	General Education
MTH-1015	Introduction to Statistics	3	MATH-140	Elements of Statistics	3	General Education
ACC-2010	Principles of Accounting I	3	ACCT-211	Principles of Accounting I	3	Major Requirement
BAD-1335	Applied Business Communications	3	BUIS-260	Computer Apps for Business	3	Major Requirement
ENG-1020	Composition and Literature	3	ENGL-102	Argument and Research	3	General Education
Choose One of the Following Two Courses:						
PHL-1150	Cyber Ethics	3		Upper Level BSU COB Elective		General Education
PHL-1430	Business Ethics	3		Upper Level BSU COB Elective		General Education
ACC-2020	Principles of Accounting II	3	ACCT-212	Principles of Accounting II	3	Major Requirement
ECN-2020	Principles of Microeconomics	3	ECON-212	Principles of Microeconomics	3	General Education
Choose One of the Following Four Courses:						
BAD-2070	Business Law I	3	BUAD-350	Business Law I	3	Major Requirement
BAD-2130	Social Entrepreneurship	3	Upper Level BSU COB Elective		3	Major Requirement
BAD-2140	Introduction to Business Strategy	3	Upper Level BSU COB Elective		3	Major Requirement
BAD-2200	Innovation Driven Entrepreneurship	3	Upper Level BSU COB Elective		3	Major Requirement
	Biological/Physical Sciences with Lab	4	Science Elective II with Lab		4	General Education
WFS-1701	Personal Health and Fitness (Recommended Elective)	3	HEED-102	Life and Health	3	General Education
ECN-2025	Principles of Macroeconomics	3	ECON-211	Principles of Macroeconomics	3	General Education
Choose One of the Following Two:						
COM-1010	Basic Principles of Speech Communication	3	COMM-101	Oral Communication	3	General Education
COM-1650	Introduction to Public Speaking	3	COMM-103	Public Speaking	3	General Education
	Social/Behavioral Science with Cultural and Global Awareness	3		Social Sciences General Education	3	General Education
HST-1061 or 1062	History of African Americans to 1877 OR History of African Americans Since 1877 (Recommended Elective)	3	HIST-114 or HIST-115	African American History to 1865 OR African American History Science 1865	3	General Education
Choose One of the Following Electives Below:						
ACC-2027	Federal Income Tax Accounting I	3				
ACC-2100	Intermediate Accounting I	3				

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ACC-2110	Intermediate Accounting II	3				
ACC-2681	Business Finance	3				
BAD-1210	Principles of Management	3	MGMT-241	Principles of Management	3	Major Requirement
BAD-1680	Customer Relations	3				
BAD-2070	Business Law I	3	BUAD-350	Business Law I	3	Major Requirement
BAD-2080	Business Law II	3	BUAD-351	Business Law II	3	
BAD-2130	Social Entrepreneurship	3		Upper Level BSU COB Elective	3	
BAD-2140	Introduction to Business Strategy	3		Lower Level BSU COB Elective	3	
BAD-2200	Innovation Driven Entrepreneurship	3		Lower Level BSU COB Elective	3	
BAD-2610	Principles of Marketing	3	MKTG-231	Principles of Marketing	3	Major Requirement
BAD-2700	Human Resource Management	3	MGMT 471	Human Resource Management	3	
BAD-2710	Human Relations and Leadership	3		Upper Level BSU COB Elective	3	
ITS-1050	Computing Essentials	3				
ITS-1120	Introduction to Database	3				
ITS-2450	Decision Support Systems	3				

*Receiving Institution must indicate if course is applied to General Education, Program/Major requirements, or General Elective.

3. [Insert any additional pertinent provisions regarding the transfer of credits, e.g., residency requirements at the Receiving Institution. See Below:

Transfer students who present a minimum of 24 transferable credits at the time of application and a grade point average of at least 2.0 (a C average) may be considered for admission. Students' overall grade point average and the trend of the most recent grades will be considered. Students can transfer a maximum of 65 credits from a two-year college or up to 90 credits from a four-year college but only a total of 90 credit hours.]

4. The Sending Institution will share a list of graduates each semester with the Sending Institution. A representative from the Receiving Institution will serve as the point of contact for this and will be required to complete a FERPA release form.
5. 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

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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	Tony Stout	Minnette Bumpus
Title of staff person	Program Coordinator	Program Coordinator
Email address	awstout@csmd.edu	mbumpus@bowiestate.edu
Telephone Number	301.934.7898	

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
	College of Southern Maryland	Bowie State University
Name of person	Jacqui Rogers	David Abrahams
Title of person	Coordinator of Transfer and Articulation	Dept. Chair
Email address	jgrogers@csmd.edu	dabrahams@bowiestate.edu
Telephone Number	301.934.7571	(O) 301.860.3622, (W Cell) 202. 747.4277

6. 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).
7. Each Institution shall adhere to all applicable transfer requirements set forth in the Annotated Code of Maryland and the Code of Maryland Regulations.
8. 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.

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9. 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 **[90]** days written notice to the other Institution and the Maryland Higher Education Commission.
3. Both Institutions agree to meet once every **[5]** 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.

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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.

Bowie State University

By: Carl B. Goodman
Carl B. Goodman PhD
President or Chief Academic Officer

9-15-2021
Date

College of Southern Maryland

By: Rodney Redmond
Rodney Redmond (Sep 23, 2021 10:24 EDT)
Name
President or Chief Academic Officer

Sep 23, 2021
Date

Rodney Redmond
Provost and Vice President of Learning

[In addition to the President or Chief Academic Officer, other appropriate signatories may be added.]