Agreement between Prince George's Community College and Capitol College for the Articulation of the Business Management Associate of Applied Science Degree to the Bachelor of Science in Business Administration Degree

Purpose

This agreement facilitates the transfer of Prince George's Community College (PGCC) students who graduate with a Business Management Associate of Applied Science (BMGT.AAS) degree to the Bachelor of Science in Business Administration Program (BSBA) at Capitol College (CC). This agreement defines the terms of the transfer.

The three goals inherent in the agreement are to:

1. facilitate the transfer of graduates from the BMGT.AAS degree program at PGCC to the BSBA degree program CC as efficiently as possible.
2. establish a clear set of understandings and expectations for students, both institutions, and their respective degree programs.
3. establish a pathway for PGCC's BMGT.AAS graduates to earn a BSBA degree as a means to advance their careers in the management and leadership professions.

Articulation Agreement

PGCC, a community college in Prince George's County, Maryland, and CC agree to offer articulated programs leading to the award of a BMGT.AAS and a BSBA. Under this articulation agreement the two institutions agree that students from PGCC may transfer credits earned for the BMGT.AAS degree at PGCC toward the BSBA degree at CC. The following general principles guide the implementation of this Agreement:

1. The program is designed for graduates of the BMGT.AAS degree program at PGCC to transfer specified courses. PGCC BMGT.AAS graduates must have earned a grade of C or higher in each specified course they wish to transfer. The number of courses transferred may not exceed 70 credit hours. The credit hours transferred from PGCC contribute to the fulfillment of the 120 credit hours required for BSBA degree completion at CC.

2. The Course Transfer Table included with this document specifies courses that will transfer from PGCC to CC.
3. CC will consider on a case-by-case basis the number of credits it will accept from non-direct classroom instruction (including CLEP, AP, and other nationally recognized standardized examination scores). CC will not accept Tech Prep credits or credits awarded for experiential learning without validation exams.

4. For a smooth transition, students at PGCC may start taking courses in the BSBA program at CC while they are completing the BMGT.AAS program. Students are expected to complete the AS program before transferring to CC.

5. If PGCC and CC 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 then would be subject to the dual enrollment program criteria.

6. PGCC students who complete the BMGT.AAS program will be given consideration for financial assistance and will be eligible to compete for academic scholarships at CC. Students who finish the BMGT.AAS program with a GPA over 3.0 and subsequently attend CC full-time will be eligible for a scholarship providing up 50% of tuition.

7. Students who maintain full-time enrollment each fall and spring semester, keep their student accounts current, and remain in good academic standing while attending CC are eligible for a CC tuition lock. A tuition lock entitles students to pay the same per credit hour rate that was in effect when the students first enrolled at CC in the BSBA program.

8. At the request of PGCC, CC will provide PGCC with information on the academic progress of the PGCC students enrolled in the BSBA program as a result of this agreement. Any information provided by CC on the academic progress of PGCC students will adhere to FERPA (Family Educational Rights and Privacy Act) requirements.

9. PGCC and CC agree to monitor the performance of this agreement and to revise it as necessary.

10. PGCC and CC agree to publicize this program.

11. The Course Transfer Table is subject to annual review for updating and revising as necessary by the appropriate PGCC and CC officials without affecting the signed agreement.

12. The agreement may be terminated by either party after 60 days advance written notice to the other. Termination of the agreement will not affect any students currently enrolled in the BMGT.AAS program at PGCC who are taking courses at CC or who have been accepted into the BSBA program at CC.

13. 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.
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Authorizing Signatures

This agreement is authorized for implementation on the

12 day of December, 2008.

Date Month

Michael T. Wood, Ph.D., President
Capitol College

Charlene M. Dukes, Ed.D., President
Prince George's Community College

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