

BUSINESS ARTICULATION AGREEMENT GUIDE

Henry Ford College– **AB in Business Administration**
Eastern Michigan University – **BBA with Any Approved Business Major**

Henry Ford College Courses:	Transfer to Eastern Michigan University as:
Michigan Transfer Agreement (MTA) Requirements (30 credits)	
Students with the MTA endorsement on their community college transcript have satisfied EMU's General Education Core Requirements and will be required to complete only the EMU General Education Application Requirements of one Perspectives on a Diverse World course, one Learning Beyond the Classroom experience, and one writing intensive course in the major. <u>Courses listed below for the MTA will also satisfy requirements for the business program at HFC or EMU.</u> Students who started college before Fall 2014 may continue to follow the MACRAO Agreement until the end of August 2019. MACRAO versions of articulation guides are available at www.emich.edu/ccr . For courses approved to satisfy the MTA go to www.hfcc.edu/registration-and-records/mta/hfc-agreement	
1. A course in English Composition	
ENG 131 Intro to College Writing 3	University Elective 3
2. A second course in English Composition or Communication	
*SPC 131 Fundamentals of Speaking 3	CTAC 124 Foundations of Speech Communication 3
3. A Course in Mathematics	
Choose from the approved MTA list 4	University Elective 4
MATH 141 Intro to Statistics (strongly recommended)	MATH 170 Basic Statistics (strongly recommended)
4. Two Courses in Natural Sciences from different disciplines (one lab required)	
Choose from the approved MTA list 7-8	University Electives 7-8
5. Two Courses in Humanities from different disciplines	
Choose from the approved MTA list 6-7	University Elective 6-7
6. Two Courses in Social Sciences from different disciplines	
*BEC 151 Principles of Macroeconomics 3	ECON 201 Principles of Macroeconomics 3
Choose from the approved MTA list 3	University Elective 3
7. If needed complete an additional course in any of the categories above to satisfy the 30 credit minimum for the MTA.	
Additional Requirements: The courses on these lists may also be used to satisfy an MTA area above:	
EMU "Perspectives on a Diverse World" Requirement: Complete <u>one</u> course: <i>Humanities</i> : ART 224, 225, 226, 227; ENG 243, 248; <i>Social Science</i> : ANTH 131, 151, 152, 154; GEOG 132; HIST 113, 243, 252, 261; POLS 152; SOC 152, or 251; WR 233, 236; <i>Natural Science</i> : BIO 138	
HFC's American Society, Events, Institutions and Cultures Requirement: Complete <u>one</u> course: <i>Humanities</i> : ENG 235, 236, 237; <i>Social Science</i> : CRJ 131; HIST 151, 152; POLS 131; SOC 131; or SSC 131	
HFC Business Administration Program Requirements (30 credits)	
*BBA 131 Introduction to Business 4	COB 200 Introduction to Business (3) +1 4
*BAC 131 Principles of Accounting I 4	ACC 240 Prin. Of Financial Accounting (3) +1 4
*BAC 132 Principles of Accounting II 4	ACC 241 Prin. Of Managerial Accounting (3) +1 4
*BEC 152 Principles of Microeconomics 3	ECON 202 Principles of Microeconomics 3
*BLW 253 Business Law 4	LAW 293 Legal Environment of Business (3) +1 4
*CIS 100 Introduction to Information Technology 3	IS 215 End-User Computing 3
Elective Courses 8	University Electives 8
EMU Business Foundation Courses that May be Taken at HFC or EMU (13-22 credits)	
*BBA 231 Business Office Communications 3	MGMT 202 Business Communication 3
² Elective Courses (Consult COB Advisor) 10-19	University Electives 10-19
Maximum Credits at HFC:73-82 Credits that transfer to EMU 73-82	

*This course is required for EMU's BBA degree.

²Consult EMU's COB advisor to determine how many elective credits are needed.

²Students who choose to take BBA 231 at HFC must take the prerequisite BBA 110 as an elective.

Sign up with us: If you let us know you are using this articulation agreement we can stay in touch with you and provide information and advising to you while you are still at your community college. Sign up at: www.emich.edu/ccr/trackingsystem/Enter.php

Correction: SPC 131 moved from Humanities to Communication.

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Completion of the Bachelor of Business Administration Program at EMU

Business Administration Core (18 credits)

¹ DS 265 Business Statistics	3
FIN 350 Principles of Finance	3
MGMT 386 Organizational Behavior & Theory	3
MGMT 490 Business Policy.....	3
MKTG 360 Principles of Marketing	3
OM 374 Intro to Operations Mgmt.....	3

Discipline Requirements (21-33 credits)

Students may complete a major in any of the following areas: accounting (24), accounting information systems (33), computer information systems (30), economics (30), entrepreneurship (21-24), general business (21-24), marketing (24), management (21-24), finance (24) and supply chain management (27)

Additional Requirement

Students must complete one “Learning beyond the Classroom” (LBC) experience or course offered by EMU. Consult College of Business advisor for options.

University Electives (0-3 credits)

The number of elective credits needed varies according to the major chosen. Students should choose a discipline to major in before completing electives. Choosing electives wisely will increase your employment opportunities in a competitive job market. The COB advisor will assist you in determining if you need electives and if so, in choosing electives that will most enhance your marketability.

Credits at EMU:	42-51
Transfer Credits from HFC	73-82
*Credits to Graduate:	124

¹ COB Foundation course. Must be completed in first semester at EMU.
*124 credits is the minimum required to graduate.

Sample Sequence for completing the program:

Students following this agreement have the option of selecting any of the following disciplines to complete the BBA: accounting, computer information systems, economics, entrepreneurship, general business, marketing, management, finance, or supply chain management. The recommended course sequence for each discipline can be obtained from the COB Advising Center. <http://www.emich.edu/cob/students/advisors/undergraduate.php>

Fall Semester 15 credits

¹ DS 265 Business Statistics	3
MGMT 386 Organizational Behavior	3
MKTG 360 Principles of Marketing	3
Discipline Requirements or Electives.....	6

Winter Semester 15 credits

FIN 350 Principles of Finance	3
Discipline Requirements or Electives.....	12

Summer Semester 12 credits

MGMT 490 Business Policy	3
OM 374 Operations Management.....	3
Major Writing Intensive Course	3
Discipline Requirement or Elective	3

Fall Semester 0-9 credits

Discipline Requirements or Electives.....	0-6
Credits at EMU	42-51

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Additional Information:

1. In completing the coordinated program of study for this articulation agreement, course substitutions should be made with the guidance of the advisors (indicated below) at both institutions to assure that all requirements are satisfied. Each institution will determine the satisfaction of their individual program and degree requirements. HFC courses indicated with an * are required for EMU's Bachelor of Business Administration Program.
2. Students whose transcripts have the "MTA Satisfied" endorsement have satisfied the General Education Core Requirement and will only be required to complete the General Education Application requirements of one "Perspectives on a Diverse World" course, one "Learning Beyond the Classroom" (LBC) area, and a writing intensive course in the major. The Perspectives on a Diverse World course may be transferred from the community college.
Students must request that an official community college transcript, with "MTA Satisfied", be sent to EMU's Admissions Office. Students, who do not have this on their community college transcript, will be required to satisfy EMU's general education requirements as listed in the Undergraduate Catalog. MTA requirements may be completed after admission to EMU, however, students should inform advisors at EMU that they intend to complete the MTA or they may be advised to complete additional courses for the general education program.
3. Only courses with a grade of 2.0 or better on a 4.0 scale will be accepted for transfer to EMU.
4. Under this agreement, EMU will waive the 60-hour rule and require that a minimum of 42-51 credit hours must be completed at the four-year college level, of which 30 hours must be in courses offered by EMU, with 15 hours in program requirements, at the 300-level or above. Of the last 30 hours completed before graduating, at least 10 hours must be in courses offered by EMU. A minimum of 124 credit hours, completed in-residence or accepted in transfer, is required for graduation. Courses listed in this guide may be completed at the most opportune time for students, whether before or after admission to EMU, as long as appropriate pre-requisites are satisfied
5. A minimum cumulative GPA of 2.0 is required for admission to EMU. Students with a community college GPA of 3.0 or higher will receive priority admission to the College of Business. Students whose community college GPA's are less than 3.0 may apply and be conditionally admitted to the College of Business for the first semester at EMU and will be regularly admitted after successful completion of at least 12 credits at EMU with a minimum overall EMU (GPA) of 2.5.
6. Students are encouraged to contact the College of Business Undergraduate Advising Office before applying to EMU. Copies of this agreement are available at www.emich.edu/ccr/artguide.php. To facilitate advising and the evaluation of transcripts, sign up for this articulation agreement using the link www.emich.edu/ccr/trackingsystem/Enter.php, and bring a copy to all advising sessions.

Effective Dates: January 1, 2012 through December 31, 2014. This guide is extended through April 30, 2016. This is a renewal of an agreement made February 2005 and renewed in 2007. Students who began this program prior to the new effective date have the option of changing to this guide. If this agreement is not renewed at the end of the effective period, students who already started the program will be given an additional three years to be admitted to EMU under the terms of this agreement.

Contacts:

Henry Ford College

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Eastern Michigan University

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