

**BBA ARTICULATION AGREEMENT GUIDE**

Henry Ford College – **AB in Business Administration**  
University – **BBA in any Business Program**

**Henry Ford College Courses:****Eastern Michigan University Courses:****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 General Education Application Requirements of one Perspectives on a Diverse World course, one Learning Beyond the Classroom experience, and a Writing Intensive course in the major. Courses listed below for the MTA also satisfy program requirements at EMU and/or HFC. For HFC approved MTA courses go to HFC's website. Students without an MTA or MACRAO endorsement must complete EMU's general education program.

**1. A course in English Composition**

ENG 131 Introduction to College Writing.....	3	WRTG 120 General Transfer Credit.....	3
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**2. A course in English Composition or Communication**

Choose one from: ENG 132, ENG 132H, ENG 135.....	3	WRTG 121 Composition II.....	3
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**3. A course in Mathematics**

<sup>1</sup> MATH 141 Introduction to Statistics.....	4	STAT 170 Elementary Statistics (3)+1 (GEQR).....	4
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**4. Two courses in Natural Sciences from different disciplines (one lab required)**

Choose one from the approved MTA list.....	7-8	General Transfer Credit.....	7-8
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**5. Two courses in Humanities and Fine Arts from different disciplines**

SPC 131 Fundamentals of Speaking.....	3	COMM 124 Foundations of Speech Communication.....	3
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Choose one from the approved MTA list.....	3	General Transfer Credit.....	3
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**6. Two courses in Social Sciences from different disciplines**

*BEC 151 Principles of Macroeconomics.....	3	ECON 201 Principles of Macroeconomics.....	3
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Choose one from the approved MTA list.....	3	General Transfer Credit.....	6
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**If needed, complete additional credits in any of the above categories to meet the 30 credit minimum for the MTA.**

**EMU's Perspectives on a Diverse World requirement: Complete one course from the following list:**

**These courses also satisfy an MTA area:** **Natural Science:** BIO 138 (non-lab); **Humanities:** ART 224, 225, 226, 227; ENG 243, 248; PHIIL 201; WR 233, 236, 241 **Social Science:** ANTH 131, 151, 152, 154; EDU 296; GEOG 132; HIST 113, 243, 252, 261; POLS 152; PSY 296; SOC 152, 251. **This course applies, but does not satisfy the MTA:** BBA 250; LGL 248; PLGL 248

**HFC Business Administration Program Requirements (30 credits)**

*BAC 131 Introduction to Financial Accounting.....	4	ACC 240 Principles of Financial Accounting (3)+1.....	4
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*BAC 132 Introduction to Managerial Accounting.....	4	ACC 241 Principles of Managerial Accounting (3)+1.....	4
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*BBA 131 Introduction to Business.....	4	COB 200 Introduction to Business (3)+1.....	4
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*BEC 152 Principles of Microeconomics.....	3	ECON 202 Principles of Microeconomics.....	3
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*BLW 253 Business Law and the Legal Environment.....	4	LAW 293 Legal Environment of Business (3)+1.....	4
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*CIS 100 Introduction to Information Technology.....	3	IS 215 Information Systems for Business.....	3
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*BBA 231 Business Office Communications (EMU Req)....	3	MGMT 202 Business Communication.....	3
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Open Electives.....	5	General Transfer Credits.....	5
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**EMU Requirements and Electives that May be Taken at HFC or EMU (0-18 credits)**

Open Electives.....	0-18	General Transfer Credit.....	0-18
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<b>Credits at HFC:.....</b>	<b>60-78</b>	<b>Credits that transfer to EMU.....</b>	<b>60-78</b>
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\*Required for EMU's BBA in any Business Program. If not transferred, must be completed at EMU.

1 MATH 141 (STAT 170) will apply as a prerequisite for DS 251.

Note: Students must have the MTA endorsement or have completed HFC ENG 132, 132H, or 135 (WRTG 121) and SPC 131 (COMM 124) with a grade of "C" or higher, or complete WRTG 121 and COMM 124 at EMU with a C- or higher.

**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.

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**Completion of EMU's BBA Program****Major Requirements (42-60 credits)****Business Core (18 credits)**

DS 251 or DS 265 .....	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 Introduction to Production/Operations Mgmt ...	3

**Discipline Requirements (24-33 credits)**

Students may complete discipline requirements in any of the following areas:

accounting, accounting information systems, computer information systems, economics, entrepreneurship, general business, marketing, management, finance, supply chain management

**Writing Intensive Requirement**

Each student must complete a writing intensive course as part of the major. Consult your advisor for course options.

**Combined Degree Opportunities:** Accounting offers a 150 credit hour Combined BBA+MS in Accounting and Taxation; Accounting Information Systems offers a 150 credit hour Combined BBA+MS in Accounting Information Systems and Accounting. More information can be found in EMU's catalog.

**LBC Requirement**

One Learning beyond the Classroom (LBC) course or noncredit experience must be completed at EMU. Consult College of Business advisor for options.

**General Credits**

Complete enough additional electives to bring the credits at EMU to 42 credits and the total credits for the program to 124 credits.

**Minimum Credits at EMU: .....42-60**

**Transfer Credits: .....60-78**

**Minimum Credits to Graduate: ..... 120**

**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.*

**First Semester 12-15 credits**

FIN 350 F,W,S, prereq: ACC 240.....	3
MKTG 360 F,W,S, online .....	3
Discipline Requirements or Electives .....	6-9

**Second Semester 12-15 credits**

MGMT 386 F,W,S, online .....	3
OM 374 F,W,S, online, prereq: DS 265.....	3
Discipline Requirements or Electives .....	6-9

**Third Semester 12-15 credits**

MGMT 490 F,W,S, online, prereq: OM 374.....	3
Discipline Requirement or Elective .....	9-12

**Fourth Semester 6-15 credits**

Discipline Requirements or Electives .....	6-15
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*\*The minimum credits required to graduate is 120 but the total will vary depending on the business discipline completed at EMU and the program completed at HFC. If enough credits are not transferred, additional credits will need to be completed at EMU to satisfy the minimum required for graduation.*

## BBA ARTICULATION AGREEMENT GUIDE

Henry Ford College – **AB in Business Administration**

Eastern Michigan University – **BBA in any Business Program**

### Additional Information:

1. Each institution will determine the satisfaction of their individual program and degree requirements. Both institutions agree to accept transferrable courses from each other and from other regionally accredited institutions. HFC courses indicated with an \* are required for EMU's BBA in any Business Program. Substitutions for these courses must be approved by the EMU program coordinator.
2. 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 General Education Application Requirements of one "Perspectives on a Diverse World" course, one "Learning Beyond the Classroom" experience, and a "Writing Intensive" course in the major. The Perspectives on a Diverse World requirement may be transferred to EMU.  
*To use the Michigan Transfer Agreement (MTA), students must have an official community college transcript, with the "MTA Satisfied" endorsement sent to EMU's Admissions Office. Students who do not have "MTA Satisfied" on their community college transcript, will be required to satisfy EMU's general education requirements as applied to transfer students. The MTA may be completed after admission to EMU, however, students should inform their advisors or they may be advised to complete additional courses for the general education program. If already on the transcript, the MACRAO designation will be accepted at EMU after August 2019.*
3. Only courses with a grade of "C" or better (2.0 on a 4.0 scale) will be accepted for transfer to either institution.
4. Under this agreement, EMU will waive the 60-hour rule and require that a minimum of 30 credit hours must be completed in EMU courses, with at least 15 hours in the program or (9 hours in the major and 6 hours in the minor), at the 300-level or above. Of the last 30 hours completed before graduating, a minimum of 10 credit hours must be in courses offered by EMU. A minimum of 120 credit hours, completed in-residence or accepted in transfer, is required for graduation.
5. Students must satisfy all admission requirements at the time of application for admission to EMU, including submitting transcripts from all previously attended colleges. HFC students will receive equal consideration with other students for course registration and financial aid.
6. To be admitted to the COB, students must have completed all 12 pre-admission courses and have an EMU gpa of a 2.5 or higher. Students that have completed all of the pre-admission business foundation courses except DS 265 or DS 251 will need to successfully complete DS 265 or DS 251 in his/her first semester at EMU. Students missing pre-admission business foundation courses beyond DS 265 or DS 251 should consult with an EMU advisor to plan how to complete those courses.
7. Students are encouraged to contact EMU's BBA in any Business Program coordinator before applying to EMU. To facilitate advising and the evaluation of transcripts, [sign up for this articulation agreement](#) and bring a copy of this articulation guide to all advising sessions.

### Effective Date: January 1, 2021 until August 31, 2023.

This is a renewal of an agreement made in February 2005 and renewed in September 2008, January 2012, and September 2017. This agreement is consistent with the 2020-2021 catalog. Students have until summer 2028 to graduate from Eastern Michigan University following this agreement. In the event that a student does not complete the program within seven years, they may be required to have their credits reevaluated using the requirements of the current articulation guide.

### Contacts:

#### Henry Ford College

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#### Eastern Michigan University

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