

**HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE**Henry Ford College – **AS in Medical Practice - Clinical Management**Eastern Michigan University – **BS in Health Administration****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
--	---	---------------------------------------	---

**2. A course in English Composition or Communication**

<sup>1</sup> Choose one from: ENG 132, 132H, 135.....	3	WRTG 121 Composition II.....	3
---	---	------------------------------	---

**3. A course in Mathematics**

*MATH 141 Introduction to Statistics.....	4	SOCL 250 or STAT 170 (3)+1.....	4
---	---	---------------------------------	---

**4. Two courses in Natural Sciences from different disciplines (one lab required)**

* Choose from: BIO 134 or (BIO 233 and BIO 244).....	5	PHED 200 or BIO 251 or 252 (8)-3 <u>sub for BIO 105</u> .....	5
--	---	---	---

Choose one from the approved MTA list.....	3-4	General Transfer Credit.....	3-4
--	-----	------------------------------	-----

**5. Two courses in Humanities and Fine Arts from different disciplines**

Choose two from the approved MTA list.....	6	General Transfer Credit.....	6
--	---	------------------------------	---

**6. Two courses in Social Sciences from different disciplines**

* BEC 151 Principles of Macroeconomics.....	3	ECON 201 Principles of Macroeconomics.....	3
---	---	--	---

PSY 131 Introductory Psychology.....	3	PSY 101 General Transfer Credit.....	3
--------------------------------------	---	--------------------------------------	---

**If needed, complete additional credits in any of the above categories to 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; PHIL 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 Medical Practice - Clinical Management Program Requirements (46 credits)**

*AH 100 Medical Terminology.....	4	APHR 200 Medical Terminology (1)+3.....	4
----------------------------------	---	---	---

BBA 110 Business Language Skills.....	3	BMMT 000 General Transfer Credit.....	3
---------------------------------------	---	---------------------------------------	---

BBA 131 Introduction to Business.....	4	COB 200 General Transfer Credit (3)+1.....	4
---------------------------------------	---	--	---

BBA 133 Business Behavior and Communication.....	3	MGMT 000 General Transfer Credit.....	3
--	---	---------------------------------------	---

BBA 153 Customer Service.....	3	AACR GEN General Transfer Credit.....	3
-------------------------------	---	---------------------------------------	---

HCS 131 Computers in Health Care.....	3	IHHS 226 General Transfer Credit.....	3
---------------------------------------	---	---------------------------------------	---

MOA 101 Administrative Medical Procedures I.....	4	HLAD 000 General Transfer Credit.....	4
--	---	---------------------------------------	---

MOA 110 Processing Health Insurance Claims.....	2	HLAD 000 General Transfer Credit.....	2
---	---	---------------------------------------	---

MOA 122 Introduction to Medical Assistant Clinical Proc.....	2	AACR Gen General Transfer Credit.....	2
--	---	---------------------------------------	---

MOA 152 Medical Assistant Clinical Procedures II.....	5	AACR Gen General Transfer Credit.....	5
---	---	---------------------------------------	---

MOA 170 Medical Correspondence.....	3	BMMT 000 General Transfer Credit.....	3
-------------------------------------	---	---------------------------------------	---

MOA 190 Medical Office Externship.....	4	HLAD 000 General Transfer Credit.....	4
--	---	---------------------------------------	---

MGT 230 Principles of Management.....	3	MGMT 000 General Transfer Credit.....	3
---------------------------------------	---	---------------------------------------	---

MGT 231 Supervision and Teambuilding.....	3	MGMT 000 General Transfer Credit.....	3
---	---	---------------------------------------	---

**EMU Requirements and Electives that May be Taken at HFC or EMU (13 credits)**

* AH 131 Medico Legal Principles for Health Care Practitioners ...	3	HLAD 401 Legal Issues in Healthcare (Restricted Elective).....	3
--	---	--	---

* AH 141 Introduction to Public Health.....	3	HLAD 250 Introduction to Public Health (Restricted Elective).....	3
---	---	---	---

* BAC 131 Introduction to Financial Accounting.....	4	ACC 240 Principles of Financial Accounting (3)+1.....	4
---	---	---	---

* BEC 152 Principles of Microeconomics.....	3	ECON 202 Principles of Microeconomics.....	3
---	---	--	---

**Credits at HFC:.....89 Credits that transfer to EMU..... 89**

\* Required for EMU's BS in Health Administration program. If not transferred, must be completed at EMU.

<sup>1</sup> Students must have the MTA or MACRAO endorsement or complete WRTG 121 (HFC ENG 132) and COMM 124 (SPC 131) with a "C" or higher if transferred. Note: All students transferring to EMU for this program should complete ACC 240, (BAC 131), ECON 201 and 202 (BEC 151 and 152), and STAT 170 (MATH 141) prior to transferring. Students will be listed as "Health Intent" until foundational courses are completed.

**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.

**HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE**

Henry Ford College – **AS in Medical Practice - Clinical Management**  
 Eastern Michigan University – **BS in Health Administration**

**Completion of the BS in Health Administration at EMU**

Students are admitted to EMU as Health Administration “intent” and must submit a supplemental application for admission to the program after completion of the foundational requirements of Macro- and Microeconomics, Statistics, and Principles of Accounting. The College of Health and Human Services (CHHS) advising center will assist students in course planning and the supplemental application process.

**Program Admission Requirements:**

1. Completed a minimum of 45 hours of undergraduate coursework at an accredited institution of higher learning with a minimum cumulative grade point average of 2.5.
2. Completed the MTA or MACRAO agreement (or WRTG121 and COMM 124 with a minimum grade of “C-“ at EMU).

**Major Requirements (46 credits)****Program Requirements (46 credits)**

ECON 436	Health Economics.....	3
HLAD 305	The U.S. Health Care System .....	3
HLAD 307W	Communication Effectiveness in Health Admin....	3
HLAD 308	Ethical Dimensions in Health Care Delivery .....	3
	or PHIL 221 Business Ethics (3)	
	or PHIL 223 Medical Ethics (3)	
HLAD 310	Administration of Health Care Organizations.....	3
HLAD 311	Management of Health Services .....	3
HLAD 312	Health Personnel Management and Development3	
	or MGMT 384 Human Resource Management	
HLAD 315	Research Mthds & Data Analysis/ Health Science3	
HLAD 416	Health Planning .....	3
HLAD 418	Principles of Healthcare Finance .....	3
HLAD 419	Legal and Regulatory Issues in Health Care .....	4
HLAD 420	Health Insurance and Reimbursement.....	3
HLAD 425	Decision Making for Health Administrators.....	3
HLAD 488L4	Internship.....	6

**Credits at EMU:..... 46**

**Transfer Credits:..... 78**

**Minimum Credits to Graduate: ..... 124**

**HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE**Henry Ford College – **Approved Programs**Eastern Michigan University – **BS in Health Administration****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 BS in Health Administration. 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 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 124 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 qualify for admission to the BS in Health Administration, students must have successfully completed 45 hours of undergraduate coursework at an accredited institution of higher learning with a minimum cumulative GPA of 2.5. In addition, WRTG 121 and COMM 124 must be completed at EMU with a grade of C- or above, or transferred with a C or above, or students must have the MTA or MACRAO endorsement on their community college transcript.
7. Students are encouraged to contact EMU's College of Health and Human Services Advising 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: September 1, 2021 until August 31, 2024.**

This is a renewal of an agreement made in June 2008 and renewed in January 2012 and September 2016. This agreement is consistent with the 2021-2022 catalog. Students have until summer 2029 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**

AS Medical Practice – Clinical Management  
Faculty Contact: Elizabeth Hoffman: 313.845.6466  
[ehoffman1@hfcc.edu](mailto:ehoffman1@hfcc.edu)

**Eastern Michigan University**

College of Health and Human Services Advising  
214 Marshall; 734.487.0918  
[chhsadvising@hfcc.edu](mailto:chhsadvising@hfcc.edu)