

**HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE**

Schoolcraft College – AAS in Health Information Technology

Eastern Michigan University – BS in Health Administration

| <b>Schoolcraft College Courses:</b>  | <b>Transfers to Eastern Michigan University as:</b>   |
|--|---|
| <b>Michigan Transfer Agreement (MTA) Requirements (30 credits)</b>   |   |
| Students with an 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. <u>Courses listed below for the MTA will also satisfy major requirements at Schoolcraft or EMU.</u> Students who started before fall semester 2014 may continue to follow the MACRAO Agreement until the end of summer semester 2019. MACRAO versions of articulation guides are posted online at <a href="http://www.emich.edu/ccr/archartguide_macrao.php">http://www.emich.edu/ccr/archartguide_macrao.php</a> . For courses approved to satisfy the MTA go to <a href="http://www.schoolcraft.edu/academics/michigan-transfer-agreement">http://www.schoolcraft.edu/academics/michigan-transfer-agreement</a> . |   |
| <b>1. A course in English Composition</b>  |   |
| ENG 101 English Composition 1 ..... 3  | University Elective.....3   |
| <b>2. A course in English Composition or Communication</b>   |   |
| ENG 102 English Composition 2 or ENG 106 Business English 3  | University Elective.....3   |
| <b>3. A course in Mathematics</b>  |   |
| *MATH 122 Elementary Statistics ..... 4  | SOCL 250 or STAT 170.....4  |
| <b>4. Two courses in Natural Sciences from different disciplines (one lab required)</b>  |   |
| <sup>1</sup> *BIOL 101 General Biology or (BIOL 236 prereq for HIT 118) .... 4   | BIO 105 Intro Biology for Non majors.....4  |
| Complete a science course in a different discipline ..... 3-4  | University Elective..... 3-4  |
| <b>5. Two courses in humanities from different disciplines</b>   |   |
| *PHIL 257 Bioethics ..... 3  | PHIL 223 Medical Ethics (or HLAD 308 or PHIL 221).....3   |
| <sup>2</sup> Choose one of the following: ..... 3  | Perspectives on a Diverse World Requirement .....3  |
| ENG 170, 175; HIST 138, HUM 150, 201, 202, 203, 204  |   |
| <b>6. Two courses in Social Sciences from different disciplines</b>  |   |
| *ECON 201 Principles of Macroeconomics ..... 4   | ECON 201 Principles of Macroeconomics (3) + 1 .....4  |
| PSYCH 153 Human Relations ..... 3  | University Elective.....3   |
| <b>7. If needed, complete additional course credits from the above categories to meet the 30 credit minimum for the MTA.</b>   |   |
| <b>Schoolcraft HIT Program Requirements (57 credits)</b>   |   |
| * HIT 104 Medical Terminology ..... 4  | AHPR 200 Medical Terminology (1)+3.....4  |
| <sup>3</sup> HIT 118 Human Diseases ..... 4  | HLAD Restricted Elective.....4  |
| * HIT 120 Foundations of Health Information Management ..... 3   | HLAD 305 US Health Care System .....3   |
| * HIT 210 Healthcare Statistics for Health Information Mgmt ..... 3  | HLAD 315 Research Methods & Data Analysis in Health Sci...3   |
| MATH 101, BIOL 236, CIS 120 ..... 11   | University Electives .....11  |
| Health Information Technology Block..... 32  | University Electives .....32  |
| HIT 114, 117, 130, 158, 222, 224, 232, 234, 235, 240, 242, 255, 256  | Students will receive a waiver for either (HLAD 416 or HLAD 419). If a health related internship has been completed, student may request a waiver of HLAD 488, however, an LBC course or noncredit experience is required at EMU. See the HLAD program coordinator to determine which waivers will be made. |
| <b>EMU Requirements that may be completed at Schoolcraft or EMU (8 credits)</b>  |   |
| * ACCT 201 Principles of Accounting ..... 4  | ACC 240 Principles of Financial Accounting (3) +1 .....4  |
| * ECON 202 Principles of Microeconomics ..... 4  | ECON 202 Principles of Macroeconomics (3) +1 .....4   |
| <b>Credits at Schoolcraft:.....95</b>  | <b>Credits that apply to degree at EMU ..... 94</b>   |

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

<sup>1</sup> BIOL 100, 236, 237, or 238 will be accepted as a substitution for BIO 105 at EMU.

<sup>2</sup> Satisfies EMU's Perspectives on a Diverse World requirement. If already satisfied, choose from the list of Schoolcraft MTA humanities courses.

<sup>3</sup> Applies to the six hours of HLAD restricted electives. If not transferred from SC, choose from the list of Restricted HLAD Electives at EMU.

**NOTE:** Must complete MTA or MACRAO, or (ENG 102 & COMA 103 at SC with min. grade of "C") or (WRTG 121 & CTAC 124 at EMU with a min. grade of "C-")

**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](http://www.emich.edu/ccr/trackingsystem/Enter.php)

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### Completion of the Health Administration Program at EMU

#### 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 WRTG 121 and CTAC 124 with a minimum grade of a "C-" at EMU or minimum grade of "C" at the community college).
3. Students who do not have the minimum GPA to be admitted into the major may petition the program director in writing to request probationary admission to the major. Applications are considered on a case-by-case basis.

#### Major Requirements (30-37 credits)

##### Health Administration Requirements (27-33 credits)

|  |     |
|--|-----|
| HLAD 307W Comm Effectiveness in Health Admin.....                            | 3   |
| HLAD 310 Administration of Health Care Organizations.....                    | 3   |
| HLAD 311 Management of Health Services.....                                  | 3   |
| HLAD 312 Health Personnel Mgmt & Dev<br>or MGMT 384 Human Resource Mgmt..... | 3   |
| HLAD 418 Principles of Healthcare Finance Management ...                     | 3   |
| HLAD 420 Health Insurance and Reimbursement.....                             | 3   |
| HLAD 425 Decision Making for Health Administrators.....                      | 3   |
| <sup>1</sup> HLAD 488L4 Internship in HLAD.....                              | 0-6 |
| ECON 436 Health Economics.....   | 3   |
| Restricted HLAD Elective (one course from below).....                        | 3   |
| HLAD 250 Introduction to Public Health (3)                                   |     |
| HLAD 313 Health Care Quality (3)   |     |
| HLAD 323 Introduction to Epidemiology (3)                                    |     |
| HLAD 401 Legal Issues in Health Care (3)                                     |     |
| HLAD 402 Health Policy (3)   |     |
| HLAD 476 Introduction to Healthcare Informatics (3)                          |     |

#### Waiver Options (3-4 credits)

Under this articulation agreement, students may have one course waived from the option below. See the program coordinator to determine which course to complete and to have a waiver submitted for the other course.

|   |     |
|---|-----|
| Select one course to complete: .....                  | 3-4 |
| HLAD 416 Health Planning (3)                          |     |
| HLAD 419 Legal & Regulatory Issues in Health Care (4) |     |

**Credits at EMU: ..... 30-37**  
**Transfer Credits ..... 94**  
**\*Minimum Credits to Graduate: ..... 124-131**

### Suggested Sequences for completing the program:

#### Fall Start (12 credits)

|   |   |
|---|---|
| HLAD 307W F, W, S ( <i>Health Admin Intent</i> ) .....  | 3 |
| HLAD 310 F,W,S ( <i>pre-requisite: HLAD 305</i> ) ..... | 3 |
| ECON 436 F, W ( <i>pre-requisite: ECON 202</i> ) .....  | 3 |
| HLAD Restricted Elective.....                           | 3 |

#### Winter (12-13 credits)

|  |     |
|--|-----|
| HLAD 311 W, S ( <i>pre-requisite: HLAD 310</i> ) .....   | 3   |
| HLAD 312 W ( <i>pre-requisite: HLAD 305</i> )<br>or MGMT 384.....  | 3   |
| HLAD 416 F, W ( <i>pre-requisites: HLAD 307 &amp; 310</i> )<br>or HLAD 419 F,W ( <i>pre-requisites: HLAD 307 &amp; 310</i> ) ..... | 3-4 |
| HLAD 418 F,W ( <i>pre-requisites: HLAD 307 &amp; 310 &amp; ACC 240</i> ) .3  | .3  |

#### Summer (3 credits)

|   |   |
|---|---|
| HLAD 420 F, S ( <i>pre-requisites: HLAD 307 &amp; 310</i> ) ..... | 3 |
|---|---|

#### Fall (3-9 credits)

|  |     |
|--|-----|
| HLAD 425 F, W ( <i>pre-reqs: HLAD 307, 310 &amp; 420</i> ).....                  | 3   |
| <sup>1</sup> HLAD 488L4 ( <i>pre-requisite: HLAD 310 &amp; permission</i> )..... | 0-6 |

#### Winter Start (12 credits)

|   |   |
|---|---|
| HLAD 307W F, W, S ( <i>Health Admin Intent</i> ) .....            | 3 |
| HLAD 310 F,W,S ( <i>pre-requisite: HLAD 305</i> ) .....           | 3 |
| HLAD 312 W ( <i>pre-requisite: HLAD 305</i> )<br>or MGMT 384..... | 3 |
| HLAD Restricted Elective.....                                     | 3 |

#### Summer (3 credits)

|   |   |
|---|---|
| HLAD 311 W,S ( <i>pre-requisite: HLAD 310</i> ) ..... | 3 |
|---|---|

#### Fall (12-13 credits)

|   |     |
|---|-----|
| HLAD 416 or F, W ( <i>pre-requisites: HLAD 307 &amp; 310</i> )<br>or HLAD 419 F,W ( <i>pre-requisites: HLAD 307 &amp; 310</i> ) ..... | 3-4 |
| HLAD 418 F,W ( <i>pre-requisites: HLAD 307 &amp; 310 &amp; ACC 240</i> ) .3   | .3  |
| HLAD 420 F, S ( <i>pre-requisites: HLAD 307 &amp; 310</i> ) .....   | 3   |
| ECON 436 F, W ( <i>pre-requisite: ECON 202</i> ).....   | 3   |

#### Winter (3-9 credits)

|  |     |
|--|-----|
| HLAD 425 F, W ( <i>pre-reqs: HLAD 307, 310 &amp; 420</i> ).....                          | 3   |
| <sup>1</sup> HLAD 488L4 Internship ( <i>pre-requisite: HLAD 310 &amp; permis</i> ) ..... | 0-6 |

<sup>1</sup> Satisfies EMU's "Learning Beyond the Classroom" requirement. HLAD 488 may be waived if sufficient clinical/practicum experience has been completed at SC, however, an alternative LBC course or noncredit experience is required to graduate.

\* If sufficient credits are not transferred, student must take additional credits at EMU to satisfy the minimum of 124 credits for the bachelor's degree.

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### Additional Requirements:

1. Each institution will determine the satisfaction of their individual program and degree requirements. For the purpose of this articulation agreement, both institutions agree to accept transferable courses from each other and from other institutions. Schoolcraft courses indicated with an \* are required for EMU's Health Administration 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. Students who enrolled in college prior to September 2014 will have until the end of August 2019 to complete the MACRAO agreement. 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 EMU.
4. Under this agreement, EMU will waive the 60-hour rule and require that a minimum of 30 semester hours must be completed at the four-year college level, with a minimum of 30 hours in courses offered by EMU, of which at least 15 hours are 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. Students must meet all admission requirements at the time of application for admission to EMU, including submitting transcripts from all previously attended colleges. OCC students will receive equal consideration with other students for course registration and financial aid.
6. To qualify for admission to the program, students must have:
  - a) successfully completed 45 credit hours of undergraduate coursework,
  - b) a minimum cumulative GPA of "2.5",
  - c) completed the MTA or MACRAO agreement or ENG 102 and COMA 103 with a minimum grade of "C", or (WRTG 121 and CTAC 124 at EMU with a minimum grade of "C-")
7. Students must meet all admission requirements at the time of application for admission to EMU, including submitting transcripts from all previously attended colleges. Schoolcraft students will receive equal consideration with other students for course registration and financial aid.
8. To graduate from the Health Administration program, students will need to have an overall GPA of a 2.5 in the HLAD courses. If students earn below a "C-" in any HLAD course they will need to repeat the course.
9. Students are encouraged to contact the College of Health and Human Services Advising Center early, before applying to EMU. To facilitate advising and the evaluation of transcripts, sign up for this articulation agreement using the link [www.emich.edu/ccr/trackingssystem/Enter.php](http://www.emich.edu/ccr/trackingssystem/Enter.php) and bring a copy to all advising sessions.

### Effective Dates: September 1, 2017 until August 31, 2020.

This is a renewal of an agreement made in September 2008, renewed in September 2010, and extended in September 2014. Students who began this program prior to the new effective date have the option of changing to this guide or may follow the guide they started under. If this agreement is not renewed at the end of the effective period, students who already began the program at SC will have an additional three years to be admitted to EMU under the terms of the agreement.

### Contacts:

#### Schoolcraft College

Academic Advising Office

McDowell Center 175

734.462.4429; [eadvise@schoolcraft.edu](mailto:eadvise@schoolcraft.edu)

Counseling Office

McDowell Center 105

734.462.4429; [counseling@schoolcraft.edu](mailto:counseling@schoolcraft.edu)

#### Eastern Michigan University

College of Health & Human Services Advising Center

Mandy Niemiec, [aniemiec@emich.edu](mailto:aniemiec@emich.edu)

214 Marshall; 734.487.0918

[chhsadvising@emich.edu](mailto:chhsadvising@emich.edu)