

**HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE**

Washtenaw Community College –AAS in Business Office Administration (Medical Admin)  
Eastern Michigan University – BS in Health Administration

**Washtenaw Community College Courses:****Eastern Michigan University Courses:****Michigan Transfer Agreement (MTA) Requirements (30-31 credits)**

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. Courses listed below for the MTA also satisfy major requirements at EMU and or WCC. For courses approved to satisfy the MTA go to [WCC's website](#).

**1. A Course in English Composition**

<sup>1</sup>ENG 111 Composition I .....4      WRTG 121 Composition II (3)+1 ..... 4

**2. A Second Course in English Composition or a Course in Communication**

<sup>1</sup>COM 101 Fundamentals of Speaking (recommended).....3      COMM 124 Foundations of Speech Communication..... 3

**3. A Course in Mathematics**

\*MTH 160 Basic Statistics .....4      STAT 170 Elem Statistics or SOCL 250 (3)+1..... 4

**4. Two Courses in Natural Sciences from Different Disciplines (one lab required)**

\* Complete one course: BIO 109 or 111 (or 101).....4-5      BIO 000 or PHED 2000 sub for BIOL 105 or BIOL 105 ..... 4-5  
Choose one from the approved MTA list .....3-4      General Transfer Credit..... 3-4

**5. Two Courses in Arts/Humanities from Different Disciplines**

\* PHL 244 Ethical and Legal Issues in Health Care .....3      HLAD 308 Ethical Dim of Hlth Care Delivery (or PHIL 223)..... 3  
Choose one from the approved MTA list .....3      General Transfer Credit.....3

**6. Two Courses in Social Sciences from Different Disciplines**

\* ECO 211 Principles of Economics I .....3      ECON 201 Principles of Macroeconomics ..... 3  
Choose one from the approved MTA list .....3      General Transfer Credit.....3

**7. If needed, complete additional courses in any category above to satisfy 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: **Communication:** COM 225; **Natural Science:** ENV 101, 105; **Humanities:** ART 143, 150; COM 225; DAN 180; DRA 180; ENG 181, 213, 214, 242; FLM 150; HUM 175, 181; MUS 180; **Social Science:** ANT 201; ECO 280; GEO 101; HST 108, 109, 123, 150, 230; PSY 251; SOC 205. These courses apply, but do not satisfy the MTA: ECD 240*

**WCC Business Office Administration (Medical Administration Option) Requirements (37 credits)**

BMG 155 Business on the Internet .....3	AACR Gen Credit ..... 3
BMG 207 Business Communication.....3	MGMT 202 Business Communication ..... 3
BOS 101C Advanced Keyboarding .....1	BMMT 000 General Transfer Credit..... 1
BOS 106 Electronic Planning, Sharing and Organization.....3	BMMT 101 Computers and Technology ..... 3
BOS 157 Word Processing and Document Formatting I .....3	BMMT 123 Document Creation & Comm Prod (2)+1..... 3
BOS 184 Spreadsheet Software Applications I .....3	BMMT 000 General Transfer Credit..... 3
BOS 206 Personal Mgmt Application & Internet Resources.....2	BMMT 000 General Transfer Credit..... 2
BOS 207 Presentation Software Applications .....2	BMMT 000 General Transfer Credit..... 2
BOS 257 Word Processing and Document Formatting II .....3	BMMT 220 Adv Document Creation, Collab, Commun..... 3
BOS 284 Spreadsheet Software Applications II .....3	BMMT 213 Advanced Spreadsheet Applications ..... 3
* HSC 124 Medical Terminology .....3	AHPR 200 Medical Terminology (1)+2 ..... 3
HSC 131 CPR/AED .....1	HLED 210 First Aid and CPR Certification (2)-1 ..... 1
MBC 223 Medical Office Procedures .....3	BMMT 000 General Transfer Credit..... 3
* MBC 224 Medical Insurance & Reimbursement .....4	AACR Gen <u>sub for HLAD restricted elective</u> ..... 4

**EMU requirements that may be taken at WCC or EMU (6 credits)**

\* ACC 111 Principles of Accounting I .....3      ACC 240 Principles of Financial Accounting ..... 3  
\* ECO 222 Principles of Economics II .....3      ECON 202 Principles of Microeconomics ..... 3

**Credits at WCC: .....74      Credits that transfer to EMU..... 74**

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

*1Must complete the MTA (or MACRAO) agreement [or ENG 111 (WRTG 121) and COM 101 (COMM 124) with a minimum grade of "C" at EMU or minimum grade of "C" from WCC].*

*Note: All students transferring to EMU for this program should complete the ACC 240 (ACC 111), ECON 201 (ECO 211), ECON 202 (ECO 222), and STAT 170 (MTH 160) prior to transferring. Students are listed as Health Administration "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.*

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**Completion of the BS in Health Administration****Major Requirements (46 credits)****Health Administration Courses (43 credits)**

HLAD 305	The U.S. Health Care System .....	3
HLAD 307W	Communication Effectiveness in Health Admin....	3
HLAD 310	Administration of Health Care Organizations.....	3
HLAD 311	Mgmt of Healthcare Services (or MGMT 384).....	3
HLAD 312	Health Personnel Mgmt (or MGMT 384).....	3
HLAD 315	Research Methods and Data .....	3
HLAD 416	Health Planning .....	3
HLAD 418	Principles of Healthcare Finance Management....	3
HLAD 419	Legal and Regulatory Issues in Healthcare .....	4
HLAD 420	Health Insurance and Reimbursement .....	3
HLAD 425	Decision Making for Health Administrators.....	3
HLAD 488L4	Internship.....	6
ECON 436	Health Economics.....	3

**Restricted Electives (3 credits)**

*Choose one course from the following:*

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

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

**Transfer Credits: ..... 74**

**Total Credits: ..... 120**

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**Additional Information:**

1. Each institution will determine the satisfaction of their individual program and degree requirements. Both institutions agree to accept transferable courses from each other and from other regionally accredited institutions. WCC 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 46 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 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. WCC 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 credits of undergraduate coursework at an accredited institution of higher learning with a minimum cumulative GPA of a 2.5. In addition, WRTG 121 (WCC ENG 111) and COMM 124 (WCC COM 101) must be completed with a C- or higher if taken at EMU or a C or higher if transferred, or fulfilled by completion of the MTA endorsement (or MACRAO).
7. Students are encouraged to contact EMU's Undergraduate Admissions office 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, 2022 until August 31, 2025.**

This is a renewal of an agreement made in 1997 and renewed in June 2024, September 2007, May 2011, January 2016 and September 2019. This agreement is consistent with the 2022-2023 catalog. Students have until summer 2030 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:**

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