MEMORANDUM OF UNDERSTANDING
between
Northland Community and Technical College
(East Grand Forks and Thief River Falls Campuses)
and
Mayville State University

INTRODUCTION

This Memorandum of Understanding (MOU) formally recognizes that Northland Community and Technical College (NCTC) and Mayville State University (MSU) are active educational partners, committed to providing greater educational opportunities and services for students transferring between institutions. This commitment strongly supports the concept of seamless transfer that embraces the principle that transfer students should not be required to repeat competencies already achieved.

- NCTC and MSU enter into this MOU in the spirit of cooperation and mutually recognize each other as quality institutions of higher learning. Each institution, furthermore, is dedicated to serving students from all walks of life, regardless of race, ethnicity, religion, sex, disability, color, age, marital status, national origin or other non-merit factors.

STATEMENT OF PURPOSE

The purpose of this agreement is to provide a smooth transition for transferring from one related degree program to another. It is further recognized that the attached agreement describes how courses will transfer from NCTC to MSU. This agreement identifies all required and equivalent courses at each institution for:

- B.A.S. Business Administration
- Early Childhood, B.A.
- Early Childhood Education, BSEd
- General Education

TERMS AND CONDITIONS OF CREDIT TRANSFER

Students transferring from Northland Community and Technical College must meet the admission requirements of Mayville State University. The evaluation and transfer of earned college credits shall be in full compliance with North Dakota State Board of Higher Education policies and North Dakota University System Academic Affairs Council guidelines and all other State and Federal education policies pertaining to undergraduate credit transfer. Current students and graduates who have earned degrees from NCTC shall be eligible for credit evaluation under the terms of this agreement.
GENERAL UNDERSTANDINGS

NCTC and MSU agree to provide direct links between their institutional websites indicating the existence of this transfer agreement. Official lists of programs for which articulation agreements have been approved by both NCTC and MSU will be made available at both institutions and on their corresponding websites.

NCTC and MSU agree to exchange data and documents that will contribute to the maintenance and improvement of these transfer agreements, and that will promote effective cooperation between the two institutions.

ARTICULATION IMPLEMENTATION AND AGREEMENT REVIEW

The President or designee of the collaborating institutions shall be responsible for implementing this agreement and for identifying and incorporating any changes into subsequent agreements, and for conducting a periodic review of this agreement.

This MOU is in perpetuity or until it is discontinued by either educational partner by submitting written notification to the other partner one year prior to the identified cancellation date in order to protect all students transferring between these institutions.

Northland Community and Technical College (East Grand Forks and Thief River Falls)  Mayville State University

Carey Castle, VP Academic & Student Affairs  Dr. Gary Hagen, President

Dr. Keith Stenelhjem, VP Academic Affairs

19 Dec 2013  12/17/13
Date  Date

cc: Division Chair, Director of Admissions/Records
COURSE TRANSFER TABLE

B.A.S. DEGREE: BUSINESS ADMINISTRATION MAJOR

(Online or On Campus)

2013-2014 Catalog

Mayville State University

This Bachelor of Applied Science degree is designed to provide a flexible approach to specifically serve the needs of students who have earned Associate of Applied Science or Associate of Science degrees. Pre-requisites to program entrance: successful completion of an A.A., A.A.S. or A.S. program from an accredited institution. This degree will transfer as a block of credits toward the required 120 semester credits. Students will then complete a "capstone" type program in Business Administration to earn their Bachelor's degree.

The Program includes 36 credits of general education, 27 credits of business administration core and 15 credits of supporting coursework. A total of no less than 120 semester credits is required for graduation.

General Education Requirements: (36 Sem Cr)

<table>
<thead>
<tr>
<th>Prefix/Num</th>
<th>Course Title</th>
<th>Sem Cr</th>
<th>Prefix/Num</th>
<th>Course Title</th>
<th>Sem Cr</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 110</td>
<td>Fund of Public Speaking</td>
<td>3</td>
<td>SPCH 1101</td>
<td>Intro to Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 110</td>
<td>College Composition I</td>
<td>3</td>
<td>ENGL 1111</td>
<td>Composition I</td>
<td>3</td>
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<tr>
<td>ENGL 120</td>
<td>College Composition II</td>
<td>3</td>
<td>ENGL 1112</td>
<td>Composition II</td>
<td>3</td>
</tr>
<tr>
<td>MATH 103</td>
<td>College Algebra</td>
<td>3</td>
<td>MATH 1110</td>
<td>College Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>

Additional Gen Ed Courses to total 36 credits.

Also, courses completed as "general education credits" in the AA, AAS, AS program will apply to the 36 credit total.

Mayville State University institutional graduation requirements are not required for students who have earned a two- or four-year degree.

Core Requirements: (27 Sem Cr)

<table>
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<tr>
<th>Prefix/Num</th>
<th>Course Title</th>
<th>Sem Cr</th>
<th>Prefix/Num</th>
<th>Course Title</th>
<th>Sem Cr</th>
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</thead>
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<tr>
<td>ACCT 200</td>
<td>Elements of Accounting I</td>
<td>3</td>
<td>BUSN 2221</td>
<td>Prin of Acctg I**</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 201</td>
<td>Elements of Accounting II</td>
<td>3</td>
<td>BUSN 2222</td>
<td>Prin of Acctg II**</td>
<td>4</td>
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<tr>
<td>ACCT 360</td>
<td>Accounting Systems</td>
<td>2</td>
<td>ACCT 1128</td>
<td>Computerized Acct. I**</td>
<td>3</td>
</tr>
<tr>
<td>BADM 301</td>
<td>Principles of Marketing</td>
<td>3</td>
<td>MKTG 2200</td>
<td>Principles of Marketing</td>
<td>3*</td>
</tr>
<tr>
<td>BADM 302</td>
<td>Principles of Management</td>
<td>3</td>
<td>BUSN 2210</td>
<td>Principles of Mgmt</td>
<td>3</td>
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<tr>
<td>BOTE 347</td>
<td>Computer Applications in Busn</td>
<td>3</td>
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<tr>
<td>BUSN 323</td>
<td>Managerial Finance</td>
<td>3</td>
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<td>BUSN 334</td>
<td>Business Communications</td>
<td>3</td>
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<td>BUSN 351</td>
<td>Human Resource Management</td>
<td>3</td>
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<td>BUSN 482S</td>
<td>Business Comprehensive</td>
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</table>

*Will require a marketing plan for transfer as 'core' beginning the fall 2014-2015 academic year

**Need all classes marked to fulfill MSU ACCT 200 & 201.

SUPPORTING COURSEWORK REQUIREMENTS

Any 300-400 level BUSN course or other relevant courses that have approval of the advisor.

GRADUATION REQUIREMENTS:

1. Completion of 120 semester credits is required for a four-year degree of which at least 36 semester credits must be in the upper-division courses (300-400 level).
2. A degree is granted only to students who have enrolled at Mayville State University for at least two consecutive semesters and who have earned at least 30 semester credits through Mayville State University.
3. Candidates must have a grade point average (GPA) of at least 2.00 for the general overall average, all credits applied to a degree program, and for all courses attempted at Mayville State University.
4. Candidates must complete all the general education course requirements with a GPA of at least 2.00.
5. Candidates must earn a minimum of 36 semester credits from an approved four-year college or university.

See Mayville State University's academic catalog for a complete list of all grad. reqs.