

**MINNESOTA STATE COLLEGES AND
UNIVERSITIES*
TRANSFER AGREEMENT
BETWEEN**

**Minnesota State Community and Technical College
AND
Minnesota State University Moorhead**

*The Board of Trustees of the Minnesota State Colleges and Universities is authorized by Minnesota Statutes, Chapter 136F to enter into Agreements and has delegated this authority to colleges and universities.

This Agreement is entered into between Minnesota State Community and Technical College (hereinafter sending institution), and Minnesota State University Moorhead (hereinafter receiving institution). This Agreement and any amendments and supplements, shall be interpreted pursuant to the laws of the State of Minnesota.

The sending institution has established a **Human Resources AS** (hereinafter sending program), and the receiving institution has established a **Project Management BS** (hereinafter receiving program), and will facilitate credit transfer and provide a smooth transition from one related program to another. It is mutually agreed:

Admission and Graduation Requirements

- A. The receiving institution's admission and program admission requirements apply to both direct entry students and to students who transfer under this agreement.
- B. Students must fulfill the graduation requirements at both institutions.
- C. Students must complete the entire sending program and meet the receiving institution's admission requirements for the agreement to apply, including grade requirements for courses and an overall GPA requirement.

Transfer of Credits

- A. The receiving institution will accept 60 credits from the sending program. A total of 60 credits remain to complete the receiving program.
- B. Courses will transfer as described in the attached Program Transfer Table. For system institutions, once the courses are encoded, they will transfer as described in the "*Transferology*" audit.

Implementation and Review

- A. The Senior Academic Officers or designees of the parties to this agreement will implement the terms of this agreement, including identifying and incorporating any changes into subsequent agreements, assuring compliance with system policy, procedure and guidelines, and conducting a periodic review of this agreement.
- B. This Transfer Agreement is effective on 11/01/2023 and shall remain in effect until 11/01/2028 or for five years, whichever occurs first, unless terminated or amended by either party with 90 days prior written notice.
- C. The college and university shall work with students to resolve the transfer of courses should changes to either program occur while the agreement is in effect.
- D. This Transfer Agreement will be reviewed by both parties beginning 05/01/2028 (within six months of the end date).
- E. When a student notifies the receiving institution of their intent to follow this agreement, the receiving institution will encode course waivers and substitutions.

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PROGRAM TRANSFER TABLE

Check if the sending program ___ or receiving program X is new.

	College (sending)	University (receiving)
Institution	Minnesota State Community and Technical College	Minnesota State University Moorhead
Program name	Human Resources	Project Management
Award Type (e.g., AS)	AS	BS
Credit Length	60	120
CIP code (6-digit)		52.0211
Describe program admission requirements (if any)		

Instructions

- List all required courses in both academic programs.
- MnTC goal areas transfer to the receiving institution according to the goal areas designated by the sending institution.
- Do not indicate a goal area for general education courses that are not part of the MnTC.
- For restricted or unrestricted electives, list number of credits.
- Credits applied: the receiving institution course credit amount may be more or less than the sending institution credit amount. Enter the number of credits that the receiving institution will apply toward degree completion.
- Show equivalent university-college courses on the same row to ensure accurate DARS encoding.
- **Equiv/Sub/Wav column:** If a course is to be encoded as equivalent, enter **Equiv**. If a course is to be accepted by the university as a "substitution" only for the purposes of this agreement, enter **Sub**. If a course requirement is waived by the receiving institution, enter **Wav**. If a course is to be accepted by the university as a MnTC goal area, **restricted** elective or **unrestricted** elective, leave the cell blank.

(To add rows, place cursor outside of the end of a row and press enter.)

SECTION A - Minnesota Transfer Curriculum-General Education

College (sending)			University (receiving)			
course prefix, number and name	Goal(s) ¹	Credits	course prefix, number and name	Goal(s) ¹	Credits Applied	Equiv Sub Wav
Minnesota Transfer Curriculum-General Education						
COMM 1120 Introduction to Public Speaking	1	3	COMM 100 Speech Communication	1A	3	Equiv
ENGL 1101 College Writing	1	3	ENGL 101 English Composition I	1B	3	Equiv
ENGL 1215 Professional and Technical Writing	1	3	ENGL 286 Writing for the Workplace	1B	3	Equiv
Choose one or more: MATH 1100 World of Math (3) MATH 1114 College Algebra (4) MATH 1213 Introduction to Statistics (+)	2, 4	4	MATH 105 Contemporary Mathematics MATH 127 College Algebra MATH 234 Intro to Probability & Statistics	2, 4	4	Equiv Equiv Equiv
Choose one or more: ECON 2210 Macroeconomics <i>*ECON 2222 Microeconomics</i>	2, 5 2, 5, 9	3	ECON 204 Principles of Economics II: Macro <i>ECON 202 Principles of Economics I: Micro</i>	2, 5 2, 5, 9	3	Equiv Equiv
Choose one or more:						

¹ MnTC goal areas transfer to the receiving Minnesota State college/university according to the goal areas designated by the sending college/university

PSYC 1200 General Psychology	5, 9	3	PSY 113 General Psychology	5, 9	3	Equiv
SOC 1111 Introduction to Sociology	2, 5, 7		SOC 110 Introduction to Sociology	2, 5, 7		Equiv
Choose one or more:						
PHIL 1200 Applied and Professional Ethics	2, 9	3	Elective	2, 9	3	
PHIL 1201 Ethics	2, 6, 9			2, 6, 9		
General Education MnTC Goals	1-10	8	MnTC Electives	1-10	8	
MnTC/General Education Total		30				

Special Notes, if any: MSUM will accept other MnTC credits within the AS and will transfer the same number of credits and goal areas Minnesota State Community and Technical College awards **This course is recommended because it is a requirement of the major at MSUM*

SECTION B - Major, Emphasis, Restricted and Unrestricted Electives or Other

(pre-requisite courses, required core courses, required courses in an emphasis, or electives (restricted or general) within the major). Restricted electives (in Major) fulfill a specific requirement within a major. Example A: "Choose two of the following three courses;" Example B: A Biology degree may require 40 science credits (20 credits of required courses + 20 credits of listed related courses, such as botany, genetics, sociobiology, etc. which students can select).

Major, Emphasis, Restricted, Unrestricted Electives or Other Courses			
BUS 1100 Business Computers	3	CSIS 103 Computer Concepts and Applications	3 Equiv
Choose one or more:			
ACCT 2211 Financial Accounting I*	3	Elective	3
BUS 2204 Principles of Management		MGMT 260 Principles of Management	Equiv
HRES 1122 Human Resource Management	3	Electives	24
HRES 1126 Talent Acquisition	3		
HRES 1130 Benefits Administration	3		
HRES 1134 Training and Development	3		
HRES 2204 Policy Administration	3		
HRES 2212 Strategic Compensation	3		
HRES 2224 Employee/Labor Relations	3		
HRES 2245 Human Resources Internship	1		
HRES 2252 Human Resources Systems	2		
Major, Emphasis, Unrestricted Electives Total			

Special Notes: *If both ACCT 2211 and ACCT 2212 are taken at MSCTC, they will transfer in as equivalent to ACCT 230 at MSUM (a required course for the Project Management program).

SECTION C - Remaining University (receiving) Requirements

course prefix, number and name	Credits
*Remaining MnTC/LASC Goal Requirements	10
ACCT 230 Principles of Accounting I	3
MKTG 270 Principles of Marketing	3
OM 380 Methods Improvement	3
OM 395 Computer Applications for Technologists	3
OM 470 Purchasing & Sourcing Management	3
OM 482 Quality Management	3
OM 483 Cost Analysis	3
PMGT 300 Project Management and Scheduling	3
PMGT 301 Introduction to CRM OR	3
PMGT 433 Dale Carnegie Skills for Success	
PMGT 385 Process Leadership	3
PMGT 400 Agile Project Management	3
PMGT 401 CRM Consulting OR	3
OM 472 Logistics Management and Network Design	
PMGT 456 /MGMT 456 Project Management in Business	3
PMGT 492 Project Management Capstone	3
OM 469 Internship OR	3
BUS 480 Dragon Consulting	
** Electives	5
*** ECON 202 Principles of Economics I: Micro	(3)

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	***MGMT 260 Principles of Management	(3)
	Total Remaining University Credits²	60
Special Notes, if any: *MnTC/LASC goal areas must be met and at least 40 credits earned. ** Elective credits needed to bring the total to 120 for the degree. *** This course is required unless equivalent is taken at MSCTC.		

SECTION D - Summary of Total Program Credits			
College (sending) Credits		University (receiving) Requirements	
MnTC/General Education	30		
Major, Emphasis, Unrestricted Electives or Other	30		
Total College Credits	60	Total College Credits Applied	60
		Remaining credit to be taken at the university (receiving institution)	60
		Total Program Credits	120
Special Notes, if any:			

² At least 40 of the required credits for the baccalaureate degree shall be at the upper-division level. If a lower division course is shown as equivalent to an upper division course, check with the university to determine if it will count toward the 40 required credits of upper division.

College	Name	Signature	Date
Senior Academic Officer	Matthew Borcharding	Matthew J. Borcharding <small>Digitally signed by Matthew J Borcharding Date: 2024.06.20 09:28:16 -0500</small>	6/20/24
Academic Dean	Marsha Weber	<i>Marsha Weber</i>	03.29.2024
	Title		
University	Name	Signature	Date
Senior Academic Officer	Arrick Jackson	<i>[Signature]</i>	10/17/24
Academic Dean	Peter Sherman	<i>[Signature]</i>	10-2-24
Department Chair	Joshua Behl	Joshua Behl <small>Digitally signed by Joshua Behl Date: 2024.10.01 16:36:27 -0700</small>	10/1/24
DARS Encoder	Samantha Howard		
Date when equivalencies were verified/encoded in degree audit by the receiving Minnesota State institution.			

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