

## Academic Articulation Agreement

This agreement articulates an academic articulation agreement between Herzing University (Receiving Institution) and Terra State Community College (Sending Institution), which allows students who have successfully completed an Associate of Applied Science or Associate of Science Degree at the Sending Institution, in the programs specifically outlined in the attached addendum(s), to seamlessly enroll into a Herzing University Bachelor of Science Degree program. The agreement also provides the opportunity for Associate Degree graduates of the Sending Institution enrolled in a Bachelor of Science Degree program at Herzing University to complete certain additional courses at the Sending Institution for transfer credit toward the Bachelor of Science Degree program at Herzing University. This agreement facilitates the process for transfer of credit from the Sending Institution to Herzing University (Receiving Institution). This agreement further acknowledges that each institution has established, and will maintain, rigorous standards and expectations for all students enrolled in and working toward the completion of its courses, programs, certificates, diplomas and/or degrees.

This agreement formally recognizes that, as educational institutions, the Sending Institution and Herzing University (Receiving Institution) agree to preserve integrity and to further enhance the quality of their respective institution's academic offerings to currently enrolled and prospective students. The development of this agreement between the two institutions signifies that each has extensively reviewed the other and confirmed that:

- Each institution is currently in good standing with its state regulatory body and institutional accreditor;
- Credits awarded by the institutions have been evaluated and been determined to be eligible for transfer; and
- Credits earned in certain diploma, certificate or associate's degree programs of study (the "transfer programs") have been deemed appropriate and applicable to the destination bachelor's degree program(s) of study reflected in this Agreement. Mapping for each transfer program and the destination program are attached as **Appendix A**.

This agreement reflects a commitment by both institutions to facilitate the transfer of credits into a baccalaureate degree program in alignment with the intended mission and stated goals of both institutions.

Note: Program requirements, university policies, or standards, etc. may be articulated in this agreement, but may be updated after this agreement is signed. Herzing University reserves the right to change policies and program requirements and operates using the most current information, which can be accessed online in the undergraduate catalog. The Herzing University undergraduate catalog can be found at the following link:

<https://www.herzing.edu/files/herzing-university-undergraduate-catalog.pdf>.

### Mission of Herzing University

It is the mission of Herzing University to provide high-quality undergraduate and graduate degrees and diploma programs to prepare a diverse and geographically distributed student population to meet the needs of employers in technology, business, healthcare (including social work), design, and public safety. Career-oriented degree programs include a complementary and integrated General Education curriculum established to stimulate students' intellectual growth, to contribute to their personal development, and to enhance their potential for career advancement.

### Agreement Terms

A thorough assessment of the transfer programs and destination baccalaureate programs by both institutions has determined that all credit earned in the transfer programs awarded by the Sending Institution will transfer to Herzing University (Receiving Institution) subject to the following conditions:

- Although credits from the Sending Institution's Associate Degree will be accepted in transfer, the completion of additional General Education and lower division courses may be needed to fulfill Herzing University program requirements.

- Students from the Sending Institution will be granted admission to a baccalaureate degree program at Herzing University (Receiving Institution) upon completion of a transfer program with a cumulative grade point average of 2.0 or greater and upon further satisfaction of all other conditions for admission as stated in the Herzing University Undergraduate Catalog.
- Regardless of the number of transfer credits accepted, at least 25% of the credits required for the baccalaureate degree must be completed at Herzing University (Receiving Institution).
- In some cases, recommended electives are noted to ensure maximum transferability of degrees from the Sending Institution to Herzing University (Receiving Institution).

The policies for awarding credit by examination and experiential learning vary from one institution to another. Each institution will share applicable information about its policies for awarding credit for experiential learning, including the names of tests that are used to assess credit, cut-off scores, deadline dates for submission of scores with Herzing University (Receiving Institution), and restrictions on the time interval permitted to receive current credit for a course taken some years previously. Any credit awarded by the Sending Institution for experiential learning *as part of a conferred associate degree* will be reviewed for transfer credit eligibility by Herzing University (Receiving Institution).

Determination of course requirements of the major for a baccalaureate degree, including introductory and related courses, is the prerogative of Herzing University (Receiving Institution). The Herzing University Undergraduate Catalog will clearly state the requirements for each baccalaureate degree program. When specific prerequisites are required, they will be noted in conjunction with the course description. Transfer students who have completed prerequisites will not be required to duplicate study in the area. The catalog will additionally specify any restrictions or additional requirements for each program of study.

Institutional policies that distinguish between upper- and lower-division courses may vary at each institution. This variation results in similar courses being identified as upper or lower division at different institutions. This can create redundancy in the curriculum of a transfer student (i.e., repeating an upper division course at Herzing University when the student had completed a course with the same content and learning objectives but labeled as lower division by the Sending institution). Herzing University (Receiving Institution) will attempt to avoid course duplication by transfer students by requiring the completion of a related but non-duplicative upper-division course that would enrich the curriculum of the student if permitted in the program structure through the use of electives. (Note: The course numbering philosophy at the Sending Institution may be different than that of Herzing University (Receiving Institution), but courses were evaluated on a course outcome basis for transfer eligibility and that course numbering at the Sending Institution may not align with the course numbering at Herzing University.)

#### **The Role of Herzing University (Receiving Institution)**

- Transfer support material will be provided by Herzing University to the Sending Institution to share with students in transfer programs.
- Herzing University will provide academic advising services to students who will be transferring from the Sending Institution to Herzing University by telephone, email, and/or onsite at the University.
- Herzing University will attempt to match, as appropriate, the student's academic accomplishments with the requirements of the degree program to which the student wishes to transfer.
- Herzing University (Receiving Institution) is responsible for responding directly to students who elect to apply to the bachelor's degree program of study and who do not meet admissions requirements.
- Herzing University retains the right to determine the number of credits a student must complete and the obligations he/she must satisfy prior to conferring a baccalaureate degree.
- Herzing University will verify that the student is meeting Satisfactory Academic Progress per its policy as articulated in the undergraduate catalog. Courses transferred in from the Sending Institution will receive a grade of "TR" and these credits will be used in the SAP calculation

#### **The Role of the Sending Institution**

- The Sending Institution will provide the opportunity for a representative from Herzing University (Receiving Institution) to meet with students in the transfer programs who have indicated an interest in the bachelor's degree program.

- The Sending Institution will assist Herzing University (Receiving Institution) in the distribution of transfer materials to alumni as well as former and current students.
- The Sending Institution has the responsibility to certify and document on the student transcript that the student has completed the stated requirements for the transfer programs, or earned credits toward the completion of the transfer programs. The academic record from the Sending Institution shall include all courses attempted.

### **Curriculum Changes**

Each party agrees to inform the other regarding curriculum changes that may impact the terms of this Agreement. Proposed changes to the Transfer Programs or Herzing University's bachelor's degree programs should be made with enough advance notice to allow an orderly and timely change to the terms of this articulation agreement. The failure of either party to notify the other of program changes and amend this agreement may result in the denial of transfer credits.

### **Additional Agreement Terms**

- Each party agrees to notify the other of any adverse changes in its accreditation or state licensure status.
- Any written materials published and distributed by either the Sending Institution or Herzing University (Receiving Institution) that reference this agreement or a relationship between the institutions must be approved by each respective party, and their regulatory agencies as required, prior to use.
- Transfer literature will be updated on an annual basis as a result of a mutual review process.
- No financial implications concerning the transfer or exchange of cash, equipment, or real estate are intended or implied by this agreement. The Sending Institution and Herzing University (Receiving Institution) are separate and independent institutions of higher education.
- All courses taken at the Sending Institution with grades "C" or better *as part of a conferred associate degree* will be accepted for credit by Herzing University (Receiving Institution). In the event that Herzing University has specific grade requirements for core courses, the transfer student may be required to repeat a course in the program to satisfy that requirement.
- All courses taken at the Sending Institution with a "P" earned in a pass/fail class *as part of a conferred associate degree* will be accepted for credit by Herzing University (Receiving Institution).
- Any credit awarded by the Sending Institution for credit by examination, dual credit, and/or experiential learning *as part of a conferred associate degree* will be reviewed for transfer credit eligibility by Herzing University (Receiving Institution).
- When a student initiates a change in the stated major or degree objectives after enrolling at Herzing University (Receiving Institution), the student assumes full responsibility for meeting the specified new degree and/or major requirements. In particular, students who have completed a transfer program, or credits toward that credential, and then transfer out of the baccalaureate program covered by this agreement should anticipate potentially significant changes in degree program completion requirements. Herzing University therefore shall provide pre-transfer counseling to such students to alert them to the ramifications of this decision.

### **Admission Requirements**

- Conferred associate degree.
- 2.0 CGPA from associate degree coursework.
- All official college transcripts submitted to Herzing University at the time of application.
- Completion of Herzing University admissions interview.
- Meet all other conditions of admissions as stated in the Herzing University Undergraduate Catalog.

### **Application Information**

Apply online: [https://enroll.herzing.edu/a/9463/Account/Register?\\_ga=1.85651166.636713847.1413495791](https://enroll.herzing.edu/a/9463/Account/Register?_ga=1.85651166.636713847.1413495791)  
 (\$50 enrollment fee due prior to enrollment, can be paid online via the following link:  
<https://secure.herzing.edu/students/pay-online>)

Submit all official college-level transcripts to:

Herzing University  
Attn: Registration  
W140N8917 Lilly Road  
Menomonee Falls, WI 53051

#### Tuition

Tuition for classes taken at the Sending Institution will be due to the appropriate Sending Institution's bursar's office. Tuition rates for classes taken at Herzing University can be found online using the following link: <https://www.herzing.edu/tuition-financial-aid/campus-specific-tuition-and-cost-charts>. Herzing University tuition is subject to change with prior notice once per calendar year.

#### Herzing University Undergraduate Enrollment Status Definition for Title IV Purposes

Full-time	12 credits per semester or more
Three-quarter time	9-11 credits per semester
Half-time	6-8 credits per semester
Less than Half-time	Less than 6 credits per semester

#### Financial Aid

To the extent that a student is eligible for financial aid while taking courses at the Sending Institution while enrolled in a program of study at Herzing University, the Financial Aid Consortium Agreement between the institutions shall govern the awarding and disbursing of such financial aid.

#### Terms of Agreement

This agreement will be in effect for five years from the date of execution. Renewal of the agreement with appropriate content changes will be discussed at the end of this time period. Termination of this agreement may occur by either party with ninety (90) day written notification, or immediately if 1) the Sending Institution or Herzing University (Receiving Institution) loses state or accrediting agency approval, or 2) if any regulatory agency that oversees the Sending Institution or Herzing University (Receiving Institution) notifies either institution that this agreement violates agency standards. Such termination will have no impact upon students that have already enrolled at Herzing University and terms would be in effect for them until they graduate as long as they maintain continuous enrollment. In the event of the termination of this agreement, each institution will be responsible for amending any publications or websites as needed and for disposing of any brochures or related materials at their own physical locations. If the Sending Institution is interested in acquiring data regarding their student participation in this partnership opportunity, Herzing University will send any reportable, pertinent and applicable data upon request.

By signing this document, both parties agree to the terms outlined above in the Articulation Agreement.

#### Primary Signatures

Sending Institution

Authorizing Signature: Cindy A Krueger

Printed Name and Title: Cindy A Krueger VP for Academic Affairs

Email Address: ckrueger@herzing.edu

Date: 8-13-2015

Telephone Number: 414-559-2266

Herzing University

Authorizing Signature: Katharine Kautzer

Printed Name and Title: Katharine Kautzer

Email Address: kkautzer@herzing.edu

Date: 8-26-2015

Telephone Number: (414) 271-8103 ext. 66682

**Additional/Optional Signatures**

Sending Institution

Authorizing Signature: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Sending Institution

Authorizing Signature: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Sending Institution

Authorizing Signature: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date: \_\_\_\_\_

Telephone Number: \_\_\_\_\_



**Terra State Community College Associate of Applied Science in Computer Systems - Computer Information Systems  
Crosswalk to Herzing University Bachelor of Science in Technology Management**

**Terra State Community College Associate of Applied Science in Computer Systems - Computer Information**

Terra Course Number	Terra Course Name	Credits	Herzing Course Number Equivalent	Herzing Course Name Equivalent	Credits
DLS1090	Digital Literacy and Applications	3		3 Credits Computer Applications	3
CIT1210	Visual Programming	4		4 Credits Open Elective	4
CIT1241	Microcomputers	3		3 Credits Technical Elective	3
ENG1050	College Composition	3		3 Credits English	3
MTH1310	Intermediate Algebra	4		3 Credits Math	4
GEN1000	First Year Seminar	1		1 Credit Open Elective	1
CIT1310	Windows Scripting	2			
CIT1400	Networking I	4		4 Credits Open Elective	4
CIT2200	Database	4		4 Credits Technical Elective	4
DMT1020	Web Design I	3		3 Credits Technical Elective	3
PSY1210	General Psychology	3		3 Credits Social or Behavioral Science	3
CIT2010	Operations and Management	3		3 Credits Open Elective	3
CIT2220	Database and Client Server Programming	4		4 Credits Technical Elective	4
CIT2400	Networking II	4		4 Credits Technical Elective	4
ENG1900	Technical Writing for Business and Industry	3		3 Credits English	3
CIT2640	Server Management	3		3 Credits Technical Elective	3
CIT2903	CIS Capstone	3		3 Credits Open Elective	3
SPE2010	Effective Speaking	3		3 Credits Speech	3
CIT1090	Computer Fundamentals	3		3 Credits Technical Elective	3
HUM1010	Critical Thinking	3		3 Credits Critical Thinking	3
MGT1190	Management	3	BU 106	Introduction to Management	3
		<b>66</b>			<b>64</b>

**Herzing University Bachelor of Science in Technology Management**

Herzing Course Number	Herzing Course Name	Credits	Terra Course Number	Terra Course Name	Credits
AC 107	Accounting I	3			
AC 220	Finance	3			
BU 106	Introduction to Management	3	MGT1190	Management	3
BU 204	Digital Firm and Business	3			
BU 206	Business Law I	3			
BU 220	Principles of Marketing	3			
BU 302	Leadership and Organizational Behavior	3			
BU 327	Business Ethics	3			
BU 345	Project Management	3			
BU 407	Quantitative Decision Making	3			
EC 111	Microeconomics	3			
EC 121	Macroeconomics	3			
BU 491	Capstone or Internship	3			
	Technical Course Elective	3	CIT1090	Computer Fundamentals	3
	Technical Course Elective	3	CIT1241	Microcomputers	3
	Technical Course Elective	4	CIT2200	Database	4
	Technical Course Elective	3	DMT1020	Web Design I	3
	Technical Course Elective	4	CIT2220	Database and Client Server Programming	4
	Technical Course Elective	4	CIT2400	Networking II	4
	Technical Course Elective	3	CIT2640	Server Management	3
PD 121	Professional Development I	1			
PD 202	Professional Development II	1			
PD 214	BS Internship Preparation	0			
	3 Credits in English	3	ENG1050	College Composition	3
	3 Credits in English	3	ENG1900	Technical Writing for Business and Industry	3
	3 Credits in Speech	3	SPE2010	Effective Speaking	3
	1 Credit in Information Literacy	1			
	3 Credits in Critical Thinking	3	HUM1010	Critical Thinking	3
	4 Credits in Computer Applications	3	DLS1090	Digital Literacy and Applications	3
	4 Credits College Math	3	MTH1310	Intermediate Algebra	4
	3 Credits College Math	3			
	3 Credits in Social or Behavioral Science	3	PSY1210	General Psychology	3
	4 Credits in Natural Science with Lab	4			
	3 Credits in Cultural Diversity	3			
	3 Open Elective GE Credits 300-400 Level	3			
	3 Open Elective GE Credits	3			
	Open Elective	4	CIT1210	Visual Programming	4
	Open Elective	1	GEN1000	First Year Seminar	1
	Open Elective	4	CIT1400	Networking I	4
	Open Elective	3	CIT2010	Operations and Management	3
	Open Elective	3	CIT2903	CIS Capstone	3

	Open Elective 300-400 Level	3		
	Open Elective 300-400 Level	3		
		<b>124</b>		<b>64</b>

### BSTM Remaining Coursework after AASCS-CIS Transfer

Herzing Course Number	Herzing Course Name	Credits	Course Number	Course Name	Credits	Location of Course
BU 204	Digital Firm and Business	3	BU 204	Digital Firm and Business	3	Herzing
BU 302	Leadership and Organizational Behavior	3	BU 302	Leadership and Organizational Behavior	3	Herzing
BU 345	Project Management	3	BU 345	Project Management	3	Herzing
BU 407	Quantitative Decision Making	3	BU 407	Quantitative Decision Making	3	Herzing
BU 491	Capstone or Internship	3	BU 491	Capstone or Internship	3	Herzing
PD 121	Professional Development I	1	PD 121	Professional Development I	1	Herzing
PD 202	Professional Development II	1	PD 202	Professional Development II	1	Herzing
PD 214	BS Internship Preparation	0	PD 214	BS Internship Preparation	0	Herzing
	1 Credit in Information Literacy	1	EN 106	Information Literacy	1	Herzing
	3 Credits College Math	3	MA 320	Statistics	3	Herzing
	4 Credits in Natural Science with Lab	4	SC 370/SC 370L	Environmental Science with Lab	4	Herzing
	3 Credits in Cultural Diversity	3	SS 310	Cultural Diversity	3	Herzing
	Open Elective 300-400 Level	3	BU 482	Strategic Management	3	Herzing
	Open Elective 300-400 Level	3	BU 307	Organizational Change	3	Herzing
BU 220	Principles of Marketing	3	BU 220	Principles of Marketing	3	Herzing
BU 327	Business Ethics	3	MGT2670	Business Ethics	3	Terra
AC 107	Accounting I	3	ACC1100	Financial Accounting	4	Terra
AC 220	Finance	3	FST2420	Finance	3	Terra
BU 206	Business Law I	3	LAW2420	Business Law	3	Terra
EC 111	Microeconomics	3	ECO2020	Microeconomics	3	Terra
EC 121	Macroeconomics	3	ECO2010	Macroeconomics	3	Terra
	3 Open Elective GE Credits	3	SOC2010	Fundamentals of Sociology	3	Terra
		<b>58</b>			<b>59</b>	

<b>Terra AAS Degree Transfer Credits:</b>	<b>64</b>
<b>Terra Credits after AAS Degree:</b>	<b>22</b>
<b>Herzing University Credits after AAS Degree:</b>	<b>37</b>
<b>Total Credits:</b>	<b>123</b>



**Terra State Community College Associate of Applied Science in Computer Systems - IT Help Desk Support**

Terra Course Number	Terra Course Name	Credits	Herzing Course Number Equivalent	Herzing Course Name Equivalent	Credits
CIT1210	Visual Programming	4		4 Credits Open Elective	4
CIT1241	Microcomputers	3		3 Credits Technical Elective	3
ENG1050	College Composition	3		3 Credits English	3
MTH1310	Intermediate Algebra	4		3 Credits Math	4
GEN1000	First Year Seminar	1		1 Credit Open Elective	1
CIT1310	Windows Scripting	2		2 Credits Technical Elective	2
CIT1400	Networking I	4		4 Credits Open Elective	4
CIT2200	Database	4		4 Credits Technical Elective	4
DMT1020	Web Design I	3		3 Credits Technical Elective	3
PSY1210	General Psychology	3		3 Credits Social or Behavioral Science	3
CIT2010	Operations and Management	3		3 Credits Open Elective	3
CIT2240	Advanced Spreadsheets	1		1 Credit Computer Applications	1
CIT2310	Advanced Word Processing	1		1 Credit Computer Applications	1
CIT2330	Advanced Presentation Graphics	1		1 Credit Computer Applications	1
ENG1900	Technical Writing for Business and Industry	3		3 Credits English	3
CIT2640	Server Management	3		3 Credits Technical Elective	3
CIT2901	DSM Capstone	3		3 Credits Open Elective	3
SPE2010	Effective Speaking	3		3 Credits Speech	3
CIT1090	Computer Fundamentals	3		3 Credits Technical Elective	3
DLS1090	Digital Literacy and Applications	3		3 Credits Technical Elective	3
MGT2670	Business Ethics	3	BU 327	Business Ethics	3
DMT1010	Introduction to Multimedia	3		3 Credits Technical Elective	3
		<b>61</b>			<b>61</b>

**Herzing University Bachelor of Science in Technology Management**

Herzing Course Number	Herzing Course Name	Credits	Terra Course Number	Terra Course Name	Credits
AC 107	Accounting I	3			
AC 220	Finance	3			
BU 106	Introduction to Management	3			
BU 204	Digital Firm and Business	3			
BU 206	Business Law I	3			
BU 220	Principles of Marketing	3			
BU 302	Leadership and Organizational Behavior	3			
BU 327	Business Ethics	3	MGT2670	Business Ethics	3
BU 345	Project Management	3			
BU 407	Quantitative Decision Making	3			
EC 111	Microeconomics	3			
EC 121	Macroeconomics	3			
BU 491	Capstone or Internship	3			
	Technical Course Elective	3	CIT1241	Microcomputers	3
	Technical Course Elective	4	CIT2200	Database	4
	Technical Course Elective	3	DMT1020	Web Design I	3
	Technical Course Elective	3	CIT2640	Server Management	3
	Technical Course Elective	3	CIT1090	Computer Fundamentals	3
	Technical Course Elective	3	DLS1090	Digital Literacy and Applications	3
	Technical Course Elective	3	DMT1010	Introduction to Multimedia	3
	Technical Course Elective	2	CIT1310	Windows Scripting	2
PD 121	Professional Development I	1			
PD 202	Professional Development II	1			
PD 214	BS Internship Preparation	0			
	3 Credits in English	3	ENG1050	College Composition	3
	3 Credits in English	3	ENG1900	Technical Writing for Business and Industry	3
	3 Credits in Speech	3	SPE2010	Effective Speaking	3
	1 Credit in Information Literacy	1			
	3 Credits in Critical Thinking	3			
	1 Credit in Computer Applications	1	CIT2240	Advanced Spreadsheets	1
	1 Credit in Computer Applications	1	CIT2310	Advanced Word Processing	1
	1 Credit in Computer Applications	1	CIT2330	Advanced Presentation Graphics	1
	4 Credits College Math	3	MTH1310	Intermediate Algebra	4
	3 Credits College Math	3			
	3 Credits in Social or Behavioral Science	3	PSY1210	General Psychology	3
	4 Credits in Natural Science with Lab	4			
	3 Credits in Cultural Diversity	3			
	3 Open Elective GE Credits	3			
	3 Open Elective GE Credits	3			
	Open Elective	4	CIT1210	Visual Programming	4



	Open Elective	1	GEN1000	First Year Seminar	1
	Open Elective	4	CIT1400	Networking I	4
	Open Elective	3	CIT2010	Operations and Management	3
	Open Elective	3	CIT2901	DSM Capstone	3
	Open Elective 300-400 Level	3			
	Open Elective 300-400 Level	3			
		<b>124</b>			<b>61</b>

### BSTM Remaining Coursework after AASCS-HDS Transfer

Herzing Course Number	Herzing Course Name	Credits	Course Number	Course Name	Credits	Location of Course
BU 204	Digital Firm and Business	3	BU 204	Digital Firm and Business	3	Herzing
BU 302	Leadership and Organizational Behavior	3	BU 302	Leadership and Organizational Behavior	3	Herzing
BU 345	Project Management	3	BU 345	Project Management	3	Herzing
BU 407	Quantitative Decision Making	3	BU 407	Quantitative Decision Making	3	Herzing
BU 491	Capstone or Internship	3	BU 491	Capstone or Internship	3	Herzing
PD 121	Professional Development I	1	PD 121	Professional Development I	1	Herzing
PD 202	Professional Development II	1	PD 202	Professional Development II	1	Herzing
PD 214	BS Internship Preparation	0	PD 214	BS Internship Preparation	0	Herzing
	1 Credit in Information Literacy	1	EN 106	Information Literacy	1	Herzing
	3 Credits College Math	3	MA 320	Statistics	3	Herzing
	4 Credits in Natural Science with Lab	4	SC 370/SC 370L	Environmental Science with Lab	4	Herzing
	3 Credits in Cultural Diversity	3	SS 310	Cultural Diversity	3	Herzing
	Open Elective 300-400 Level	3	BU 482	Strategic Management	3	Herzing
	Open Elective 300-400 Level	3	BU 307	Organizational Change	3	Herzing
BU 220	Principles of Marketing	3	BU 220	Principles of Marketing	3	Herzing
BU 106	Introduction to Management	3	MGT1190	Management	3	Terra
AC 107	Accounting I	3	ACC1100	Financial Accounting	4	Terra
AC 220	Finance	3	FST2420	Finance	3	Terra
BU 206	Business Law I	3	LAW2420	Business Law	3	Terra
EC 111	Microeconomics	3	ECO2020	Microeconomics	3	Terra
EC 121	Macroeconomics	3	ECO2010	Macroeconomics	3	Terra
	3 Credits in Critical Thinking	3	HUM1010	Critical Thinking	3	Terra
	3 Open Elective GE Credits	3	SOC2010	Fundamentals of Sociology	3	Terra
		<b>61</b>			<b>62</b>	

<b>Terra AAS Degree Transfer Credits:</b>	<b>61</b>
<b>Terra Credits after AAS Degree:</b>	<b>25</b>
<b>Herzing University Credits after AAS Degree:</b>	<b>37</b>
<b>Total Credits:</b>	<b>123</b>

**Terra State Community College Associate of Applied Science in Computer Systems - Systems and Networking**

Terra Course Number	Terra Course Name	Credits	Herzing Course Number Equivalent	Herzing Course Name Equivalent	Credits
DLS1090	Digital Literacy and Applications	3		3 Credits Computer Applications	3
CIT1210	Visual Programming	4		4 Credits Open Elective	4
CIT1241	Microcomputers	3		3 Credits Technical Elective	3
ENG1050	College Composition	3		3 Credits English	3
MTH1310	Intermediate Algebra	4		3 Credits Math	4
GEN1000	First Year Seminar	1		1 Credit Open Elective	1
CIT1310	Windows Scripting	2		2 Credits Technical Elective	2
CIT1400	Networking I	4		4 Credits Open Elective	4
CIT2200	Database	4		4 Credits Technical Elective	4
DMT1020	Web Design I	3		3 Credits Technical Elective	3
PSY1210	General Psychology	3		3 Credits Social or Behavioral Science	3
CIT2010	Operations and Management	3		3 Credits Open Elective	3
CIT1345	Infrastructure Management	3		3 Credits Technical Elective	3
CIT2400	Networking II	4			
ENG1900	Technical Writing for Business and Industry	3		3 Credits English	3
CIT2640	Server Management	3		3 Credits Technical Elective	3
CIT2902	SNS Capstone	3		3 Credits Open Elective	3
SPE2010	Effective Speaking	3		3 Credits Speech	3
CIT1090	Computer Fundamentals	3			
CAD1110	CAD I	3		3 Credits Technical Elective	3
EET1050	Electricity	3		3 Credits Technical Elective	3
		<b>65</b>			<b>58</b>

**Herzing University Bachelor of Science in Technology Management**

Herzing Course Number	Herzing Course Name	Credits	Terra Course Number	Terra Course Name	Credits
AC 107	Accounting I	3			
AC 220	Finance	3			
BU 106	Introduction to Management	3			
BU 204	Digital Firm and Business	3			
BU 206	Business Law I	3			
BU 220	Principles of Marketing	3			
BU 302	Leadership and Organizational Behavior	3			
BU 327	Business Ethics	3			
BU 345	Project Management	3			
BU 407	Quantitative Decision Making	3			
EC 111	Microeconomics	3			
EC 121	Macroeconomics	3			
BU 491	Capstone or Internship	3			
	Technical Course Elective	3	CIT1241	Microcomputers	3
	Technical Course Elective	2	CIT1310	Windows Scripting	2
	Technical Course Elective	4	CIT2200	Database	4
	Technical Course Elective	3	DMT1020	Web Design I	3
	Technical Course Elective	3	CIT1345	Infrastructure Management	3
	Technical Course Elective	3	CIT2640	Server Management	3
	Technical Course Elective	3	CAD1110	CAD I	3
	Technical Course Elective	3	EET1050	Electricity	3
PD 121	Professional Development I	1			
PD 202	Professional Development II	1			
PD 214	BS Internship Preparation	0			
	3 Credits in English	3	ENG1050	College Composition	3
	3 Credits in English	3	ENG1900	Technical Writing for Business and Industry	3
	3 Credits in Speech	3	SPE2010	Effective Speaking	3
	1 Credit in Information Literacy	1			
	3 Credits in Critical Thinking	3			
	4 Credits in Computer Applications	3	DLS1090	Digital Literacy and Applications	3
	4 Credits College Math	3	MTH1310	Intermediate Algebra	4
	3 Credits College Math	3			
	3 Credits in Social or Behavioral Science	3	PSY1210	General Psychology	3
	4 Credits in Natural Science with Lab	4			
	3 Credits in Cultural Diversity	3			
	3 Open Elective GE Credits	3			
	3 Open Elective GE Credits	3			
	Open Elective	4	CIT1210	Visual Programming	4
	Open Elective	1	GEN1000	First Year Seminar	1
	Open Elective	4	CIT1400	Networking I	4
	Open Elective	3	CIT2010	Operations and Management	3

	Open Elective	3	CIT2902	SNS Capstone	3
	Open Elective 300-400 Level	3			
	Open Elective 300-400 Level	3			
		<b>124</b>			<b>58</b>

### BSTM Remaining Coursework after AASCS-SNS Transfer

Herzing Course Number	Herzing Course Name	Credits	Course Number	Course Name	Credits	Location of Course
BU 204	Digital Firm and Business	3	BU 204	Digital Firm and Business	3	Herzing
BU 302	Leadership and Organizational Behavior	3	BU 302	Leadership and Organizational Behavior	3	Herzing
BU 345	Project Management	3	BU 345	Project Management	3	Herzing
BU 407	Quantitative Decision Making	3	BU 407	Quantitative Decision Making	3	Herzing
BU 491	Capstone or Internship	3	BU 491	Capstone or Internship	3	Herzing
PD 121	Professional Development I	1	PD 121	Professional Development I	1	Herzing
PD 202	Professional Development II	1	PD 202	Professional Development II	1	Herzing
PD 214	BS Internship Preparation	0	PD 214	BS Internship Preparation	0	Herzing
	1 Credit in Information Literacy	1	EN 106	Information Literacy	1	Herzing
	3 Credits College Math	3	MA 320	Statistics	3	Herzing
	4 Credits in Natural Science with Lab	4	SC 370/SC 370L	Environmental Science with Lab	4	Herzing
	3 Credits in Cultural Diversity	3	SS 310	Cultural Diversity	3	Herzing
	Open Elective 300-400 Level	3	BU 482	Strategic Management	3	Herzing
	Open Elective 300-400 Level	3	BU 307	Organizational Change	3	Herzing
BU 220	Principles of Marketing	3	BU 220	Principles of Marketing	3	Herzing
BU 327	Business Ethics	3	MGT2670	Business Ethics	3	Terra
AC 107	Accounting I	3	ACC1100	Financial Accounting	3	Terra
AC 220	Finance	3	FST2420	Finance	3	Terra
BU 106	Introduction to Management	3	MGT1190	Management	3	Terra
	3 Credits in Critical Thinking	3	HUM1010	Critical Thinking	3	Terra
BU 206	Business Law I	3	LAW2420	Business Law	3	Terra
EC 111	Microeconomics	3	ECO2020	Microeconomics	3	Terra
EC 121	Macroeconomics	3	ECO2010	Macroeconomics	3	Terra
	3 Open Elective GE Credits	3	PLS1000	American Government	3	Terra
	3 Open Elective GE Credits	3	SOC2010	Fundamentals of Sociology	3	Terra
		<b>67</b>			<b>67</b>	

<b>Terra AAS Degree Transfer Credits:</b>	<b>58</b>
<b>Terra Credits after AAS Degree:</b>	<b>30</b>
<b>Herzing University Credits after AAS Degree:</b>	<b>37</b>
<b>Total Credits:</b>	<b>125</b>





## Financial Aid Consortium Agreement

This is a Financial Aid Consortium Agreement between Terra State Community College (Sending Institution) and Herzing University (Receiving Institution).

Students who are taking community or technical college and Herzing University courses concurrently must complete a Financial Aid Consortium Agreement (Appendix A). A consortium agreement is a financial aid payment contract between the student, Herzing University and the Sending Institution. The Financial Aid Consortium Agreement permits the Herzing University Educational Funding Department to process financial aid based on the combined registered hours at both colleges for each term of the academic year. Academic credits completed through the Sending Institution are transferred into the degree program with Herzing University with a noted grade of "TR", signifying transfer credit. For students enrolled in a Bachelor's completion degree, Herzing University will grant the degree upon completion of the degree requirements.

### Herzing University Undergraduate Enrollment Status Definition for Title IV Purposes

Full-time	12 credits per semester or more
Three-quarter time	9-11 credits per semester
Half-time	6-8 credits per semester
Less than Half-time	Less than 6 credits per semester

### Financial Aid Cost of Attendance

The Herzing University Educational Funding Department will use the Herzing Cost of Attendance figures for all students enrolled in this program. Tuition will be adjusted according to enrollment mix and cost per semester.

### Disbursement of Financial Aid at Herzing University

Herzing University typically disburses financial aid to students three weeks after their start date or the start date of the semester. Each institution is responsible for billing the student for the courses they are enrolled in at each location each semester. Aid received in excess of Herzing tuition and fees will be distributed to the student within 14 days of aid disbursement. The Sending Institution will bill students for coursework taken at their institution and is encouraged to account for this financial aid disbursement schedule when setting up payment plan arrangements with students in order to allow students time to receive excess funding and make their tuition payments on time.

### How to Apply for Grants and Loans

For all federal and state financial aid, students will complete a Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Students must include the Herzing University school code of 009621 in the appropriate section of the online application.

The Herzing University Educational Funding Department is committed to providing the necessary information to students to make an informed decision about how to finance their education. More information regarding financial aid and funding an education can be found online at the following links:

Applying for Financial Aid: <https://www.herzing.edu/tuition-financial-aid/apply-financial-aid>

Types of Financial Aid: <https://www.herzing.edu/tuition-financial-aid/types-financial-aid>

Loan Options: <https://www.herzing.edu/tuition-financial-aid/types-financial-aid/loans>

Scholarships and Grants: <https://www.herzing.edu/tuition-financial-aid/types-financial-aid/scholarships-grants>

Military and Veterans Benefits: <https://www.herzing.edu/tuition-financial-aid/types-financial-aid/military-veteran-benefits>

Other Sources of Aid: <https://www.herzing.edu/tuition-financial-aid/types-financial-aid/other>

## Herzing University Educational Funding Department Financial Aid Consortium Agreement Policy

### What is a financial aid consortium agreement?

A financial aid consortium agreement is a contract between the student, Herzing University and the Sending Institution. The agreement permits the Herzing University Educational Funding Department to process financial aid based on the combined registered hours at both colleges for each term of the academic year.

### Important Information

- A student must be enrolled in at least one Herzing University course per semester in order to receive financial aid for dual enrollment at Herzing University and at the Sending Institution.
- If a student has financial aid awarded by the Sending Institution, the student needs to request a cancellation of the award offer and any pending aid so that Herzing University may award aid for the bachelor degree. Students are not permitted to obtain federal or state financial aid from both institutions simultaneously.
- By completing the Sending Institution section of this agreement, the Sending Institution agrees not to process any federal or state financial aid for a student. If this agreement is violated, any federal and state financial aid awards may be revoked by one or both institutions. It is the student's responsibility to ensure that he or she is only receiving state or federal aid from Herzing University.
- A student may be required to pay the Sending Institution prior to financial aid being released to that student from Herzing University. If a student does not pay for the class listed on the agreement and he or she is cancelled from class due to non-payment, the consortium agreement is voided. If that student still wishes to receive financial aid, he or she must re-register and submit a new consortium agreement form.
- If all sections of the consortium agreement are not submitted with the appropriate certification and signatures, the consortium agreement will be incomplete, which will delay the processing of a financial aid award. If the consortium agreement form is received after the deadline for the semester, the receipt of financial aid will be delayed. No special exceptions will be made to the standard processing of funds for any student due to failure to submit required documentation on time.

### Terms of Agreement

This agreement will be in effect for five years from the date of execution. Renewal of the agreement with appropriate content changes will be discussed at the end of this time period. Termination of this agreement may occur by either party with ninety (90) day written notification, or immediately if 1) the Sending Institution or Herzing University (Receiving Institution) loses state or accrediting agency approval, or 2) if any regulatory agency that oversees the Sending Institution or Herzing University (Receiving Institution) notifies either institution that this agreement violates agency standards. Such termination will have no impact upon students that have already enrolled at Herzing University and terms would be in effect for them until they graduate as long as they maintain continuous enrollment. In the event of the termination of this agreement, each institution will be responsible for amending any publications or websites as needed and for disposing of any brochures or related materials at their own physical locations.

By signing this document, both parties agree to the terms outlined above in the Articulation Agreement.

Sending Institution Authorizing Signature: Marla Mohr

Printed Name and Title: Marla Mohr Director of Financial Aid Email Address: mmohr@herzing.edu

Date: 08-14-15 Telephone Number: 419-559-2152

Herzing University (Receiving Institution)

Authorizing Signature: [Signature]

Printed Name and Title: Kevin McShane AVP of Ed Funding Email Address: kmcshane@herzing.edu

Date: 8/19/15 Telephone Number: 414-271-5619

## Appendix A: Financial Aid Consortium Agreement

As permitted in the federal regulations, Herzing University would like to enter into a financial aid consortium agreement for the purpose of establishing conditions under which Herzing University can award and process financial aid to a student attending another Title IV eligible institution. For the purposes of this consortium agreement, Herzing University will be known as the Home Institution and the school to be visited by the student will be known as the Sending Institution.

Student Name:			
Date of Birth:			
Herzing University Student ID:			
Herzing University Start Date:			
Herzing University Program:			
Semester (Circle One and enter year):	Spring	Summer	Fall
Student Telephone Number:			
Partner Community or Technical College:			

Please read, sign and submit the financial aid consortium agreement policy and obtain and attach a copy of your Sending Institution registration receipt to this form.

**Enrollment Requirement:** You must be enrolled in at least one Herzing University course each semester in order to receive financial aid eligibility for the full dual enrollment semester. Please submit this form prior to the beginning of each semester to avoid delays in the processing of your financial aid.

### Herzing University Educational Funding Department Financial Aid Consortium Agreement Policy

#### What is a financial aid consortium agreement?

A financial aid consortium agreement is a contract between the student, Herzing University and the Sending Institution. The agreement permits the Herzing University Educational Funding Department to process financial aid based on the combined registered hours at both colleges for each term of the academic year. This agreement is attached to an articulation agreement where Herzing University is accepting transfer credit from the Sending Institution after the student is enrolled in a program of study at Herzing University.

#### Important Information

- You must be enrolled in at least one Herzing University course per semester in order to receive financial aid for dual enrollment at Herzing University and another college.
- If you have financial aid awarded to you by your Sending Institution, you need to request a cancellation of your award offer and any pending aid so that Herzing University may award you as you pursue your bachelor degree. You are not permitted to obtain federal or state financial aid from both institutions.
- By completing the Sending Institution section of this agreement, the Sending Institution agrees not to process any federal or state financial aid for you as a guest student. If this agreement is violated, your federal and state financial aid awards may be revoked by one or both institutions. It is your responsibility to ensure that you are only receiving state or federal aid from Herzing University.
- You may be required to pay the Sending Institution prior to financial aid being released to you from Herzing University. If you do not pay for the class listed on the agreement and you are cancelled from your class due to non-payment, the consortium agreement is voided. If you still wish to receive aid via dual-enrollment, you must re-register and submit a new consortium agreement form.



- If all sections of the consortium agreement are not submitted with the appropriate certification and signatures, your consortium agreement will be incomplete, which will delay the processing of your financial aid award. If your consortium agreement form is received after the deadline for the semester, your financial aid will be delayed. No special exceptions will be made to the standard processing of funds for any student due to failure to submit required documentation on time.

By signing below, you agree to the following terms:

- I have submitted a signed a Financial Aid Consortium Agreement Policy (above).
- I will maintain Satisfactory Academic Progress (SAP) as defined in the Herzing University Undergraduate Catalog: <https://www.herzing.edu/files/herzing-university-undergraduate-catalog.pdf>.
- I will only request aid to be processed for the courses at Herzing University and the Sending Institution which are transferable to complete one (or more) of my degree requirements as certified by the Herzing University Registration Department.
- I will notify Herzing University's Educational Funding Department and the Office of Financial Aid at the Sending Institution if I do not begin attendance in the courses approved under this agreement, if I drop any or all classes listed on the agreement, or if I change/add enrollment that includes classes that are not listed on the agreement.
- Financial aid will be disbursed to my student account, and thus applied first to the balance at, Herzing University. Any excess financial aid will be released to me in accordance with Herzing University policy. I understand that if I change enrollment after financial aid has been disbursed to my student account and/or I change enrollment after the start of the semester at Herzing University, my refund may not be released to me until my account has been reviewed by the Student Accounts Department.
- Herzing University will not remit payment to the Sending Institution. It is my responsibility to pay the Sending Institution or set up payment arrangements for any balance owed (if permitted) by the Sending institution's Bursar's Office.
- I understand that Herzing University will not release funds to me before Herzing University's charges are paid, and will not disburse funds prior to the start of the semester, regardless of the payment deadline at the Sending Institution.
- Textbook expenses from the Sending Institution are my responsibility.
- I agree to authorize my Sending Institution to release any enrollment, academic and tuition related information to Herzing University.
- I agree to provide Herzing University with an official academic transcript upon completion of the consortium agreement reflecting a completed grade for the class(es) listed on the agreement within 14 days of the semester end date. I also understand that a hold will be placed on my record if I do not submit the transcript by this date, which will cause a delay in the disbursement of my financial aid for the next semester until the transcript has been received and the hold is removed.

Student Name (Printed): \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Sending Institution

### (To be completed by a Financial Aid Administrator at the Sending Institution)

Will the above student receive financial aid at your institution for the semester identified above in this agreement?  
(Please check the appropriate box below.)

☐ Yes

☐ No

If yes, please list the type and the amount:

Type	Amount

List the total number of credit hours the student is enrolled for the term listed:

The student's enrollment period is from:

to

Under this consortium agreement and upon completion of this form, the Sending institution will:

- Provide institution-specific consumer information to the student.
- Provide Herzing University with documentation of the student's enrollment at your institution.
- Notify Herzing University if the student fails to enroll, drops, or withdraws from any or all courses at your institution.
- NOT process any state or federal financial aid for the consortium semester.

Sending Institution Financial  
Aid Authorizing Signature: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Upon completion, please submit this form electronically along with any required attachments to:

Herzing University  
Educational Funding Department  
[educationalfunding@herzing.edu](mailto:educationalfunding@herzing.edu)





**TERRA STATE**  
COMMUNITY COLLEGE

## **Articulation Agreement**

**Between Herzing University and Terra State Community College**

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This ARTICULATION AGREEMENT (Agreement) is entered into by Herzing University (525 N. 6<sup>th</sup> Street, Milwaukee, WI 53203) and Terra State Community College (2830 Napoleon Rd., Fremont, OH 43420) for the purpose of facilitating transfer of credit between the Terra State Community College Associate of Science Business Transfer Degree and the Herzing University Bachelor of Business Management degree.

Herzing University and Terra State Community College (TSCC) wish to provide a mechanism whereby students have access to a seamless educational path starting with an associate degree and leading to the completion of a baccalaureate degree in business. This relationship will be formalized through the use of this Articulation Agreement. The Agreement will allow for students at Terra State Community College to seamlessly transfer into the Herzing University Bachelor of Science in Business Management through:

1. Coursework completed while earning an associate degree in a business discipline at Terra State Community College, and
2. Additional technical and academic coursework beyond the associate degree (bridge coursework), including those meeting some general education and some program major requirements as detailed by this Agreement

In accordance with university policy, the Agreement will ensure the minimum residency requirement of a baccalaureate of 30 of the last 120 credits earned must be completed at Herzing University. To obtain this requirement, Herzing University courses may be delivered to complete the baccalaureate degree via:

1. Classroom instruction at the Toledo Campus of Herzing University,
2. Online delivery by Herzing University.

### **TERMS OF AGREEMENT:**

Herzing University and Terra State Community College do hereby agree to the following institutional terms:

1. This Agreement is not exclusive, and either party may enter into similar agreements with any other parties.
2. Minimum grade point average of 2.0 is required at the associate degree level for a student to participate under this Agreement.

3. Students must complete a pre-approved business associate degree from Terra State Community College.
4. Completion of the associate degree from Terra State Community College in the Associate of Science Business Transfer Degree will qualify prospects under this articulation agreement for admissions so long as the following criteria are met. (Students should refer to the Herzing University Undergraduate Catalog for the most recent updates, as it may change without notice.)
  - 1) Prior Education Requirement: An applicant must have a high school diploma or a general education development (GED) certificate.
  - 2) Entrance/Placement Testing or Prior College Success: An applicant must demonstrate the capacity to succeed in college-level education. This must be evidenced through one of the following methods:
    - a) Successful completion of an entrance evaluation administered with examination scores deemed appropriate by Herzing University.
    - b) Successful completion of mathematics and English placement examinations with scores deemed appropriate by Herzing University to be placed out of both developmental mathematics and developmental English.
    - c) Submission of an ACT score of 17 or better or a combined SAT score of 1,275 or better in place of the college entrance evaluation. (The college entrance evaluation is still required for math and English placement.)
    - d) Successful completion of a minimum of 24.00 semester credit hours of college level work with grades of "C" or higher at nationally or regionally accredited colleges or universities. (Students admitted under this method are still required to take the admissions examination for the purpose of determining if developmental English or mathematics courses are needed unless they have completed a college-level English composition course and a college algebra course with grades of "C" or higher.) Additionally, students attending the Atlanta Campus are still required to take the admissions examination per state guidelines, even if they have successfully completed the minimum 24.00 semester credit hours.
    - e) For limited admissions programs (including dental hygiene and nursing), applicants may be required to complete a specialized admissions test, and only the most qualified applicants are admitted.
  - 3) Personal Commitment and Professional Attitude:\* Of importance for the applicant's success is willingness to make those sacrifices necessary to successfully complete the program of study and a commitment to adhere to the University's rules and expectations. An indication of personal commitment includes, but is not limited to, the applicant's willingness to invest in their own education by contributing financially toward their education each semester, separate from any financial aid available

- 4) Availability of Time: An applicant must have the availability of time to attend classes and labs, to complete projects, and to submit assignments in a timely manner. An applicant must demonstrate an ability to devote a sufficient degree of time and effort to the program. Each student is expected to spend additional time outside of class hours studying, completing assignments, and doing research.
6. Herzing University and Terra State Community College will exchange lists of current courses from which credit may be applied on an annual basis including copies of the master syllabi and course outlines as deemed necessary. Once reviewed, courses that meet direct equivalency standards from Terra State Community College to Herzing University will be added to the provisions of this Agreement.
7. Designated representatives from each institution will confer annually to review each area and make amendments, as necessary, based on curriculum changes. Articulation courses may be added or removed from the articulation table at this time.
8. This Agreement does not guarantee the completion of a baccalaureate within any specified timeframe.
9. This Agreement does not guarantee the provision of any financial aid the student may seek upon application to Herzing University.
10. Students are responsible for completing all Herzing University general education, major, and residency requirements for award the baccalaureate degree.
11. This Agreement defines the respective rights and responsibilities of Herzing University and Terra State Community College and does not confer any rights or entitlements upon any individual students.

#### **SPECIFIC TERMS TO AGREEMENT: PROGRAM DELIVERY**

The following provides additional detail of provision under the Agreement.

1. The Bachelor of Science in Business Management will be offered such that students may take coursework at both Herzing University and Terra State Community College in order to complete the degree requirements.
2. Following completion of all coursework at Terra State Community College, students may apply to the baccalaureate program at Herzing University. Students must meet the admissions criteria as outlined in the Herzing University Undergraduate Catalog in order to be considered for admission into the program.
3. Students may submit to Herzing University transcripts of all previous college-level work at Terra State Community College or other prior institutions attended. Student transcripts will be reviewed for direct equivalencies at Herzing University. Courses that satisfy general education and major requirements will be applied to the student's Herzing University Degree.
4. Students will be required to complete the balance of required courses not for transfer to Herzing University for the Associate Degree at Terra State Community College.

5. Students will receive individualized academic advising from a Herzing University. Advising will include planning for both Terra State Community College and Herzing University course selections.
6. Tuition and Fees:
  - a. Students registering for Terra State Community College courses at Terra State Community College will pay the Terra State Community College tuition and fees.
  - b. Students registering for Herzing University courses will pay the Herzing University tuition and fees established for the degree completion program.
7. Miscellaneous elements: Terra State Community College will
  - a. Allow Herzing University representative to distribute materials promoting this agreement, and
  - b. Provide regular updates to Herzing University regarding curricular changes regarding Terra State Community College programs.
8. Miscellaneous elements: Herzing University will:
  - a. Market the program to Terra State Community College alumni, current students, and future students,
  - b. Provide academic advising to students covered under this Agreement,
  - c. Develop the following advising tools for use by both institutions:
    - i. General education information,
    - ii. Transfer guide,
    - iii. Individual degree audit/pathway sheets,
    - iv. A "How to guide," and
    - v. Orientation materials.

### **TERM AND TERMINATION**


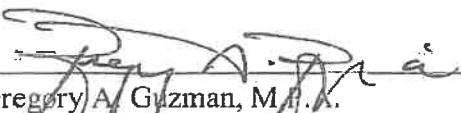

This Agreement will run from the Effective date until June 30, 2016 at which time this Agreement will automatically expire. On or before the stated expiration date, Herzing University and Terra State Community College may extend the TERMS OF AGREEMENT by signing an Articulation Addendum. Either party may terminate this Agreement at any time upon written notice to the other party. Upon expiration or termination of this Agreement, students enrolled or admitted to Herzing University pursuant to this Agreement will continue to receive the benefits of the Agreement.



## SIGNATURES

By signing below, each party acknowledges its agreement with the terms and conditions of this Agreement and each signatory represents and warrants that he/she is authorized to sign on behalf of and bind his/her party to all of the terms and conditions of this Agreement as of the Effective Date.

Signatures:

  
\_\_\_\_\_  
Dr. Jerome Webster  
President, Terra State Community College  
\_\_\_\_\_  
Effective Date  
\_\_\_\_\_  
Gregory A. Guzman, M.P.A.  
Campus President, Hocking University-Toledo  
\_\_\_\_\_  
Effective Date



# HERZING

## BACHELOR OF SCIENCE IN BUSINESS MANAGEMENT WITH A CONCENTRATION IN BUSINESS ADMINISTRATION (BSBMBA)

### PROGRAM DESCRIPTION

This program emphasizes a generalist approach to management education by providing the skills and knowledge for entry-level general management training positions. These career opportunities may be in areas such as accounting, accounts payable, accounts receivables, business administration, human resources, and hospitality.

### BUSINESS MANAGEMENT CORE PROGRAM OBJECTIVES

Upon completion of their program, the student should be able to:

1. Utilize industry-standard accounting principles, accounting-based software, databases, and principles to analyze financial information in order to support and evaluate managerial decision making.
2. Formulate strategic and operational business solutions typically encountered during normal operation of a small- or mid-sized entity utilizing a range of management tools within an ethical environment.
3. Define and articulate organizational, operational, ethical, legal, and managerial issues impacting his/her major area of study.
4. Implement a strategic marketing plan within the organization.
5. Think critically at a conceptual level and by using mathematical analysis as well as the scientific method, write and speak effectively, use basic computer applications, and understand human behavior in the context of the greater society in a culturally diverse world.

### BUSINESS ADMINISTRATION CONCENTRATION PROGRAM OBJECTIVES

Upon completion of their program, the student should be able to:

6. Apply strategic and operation business plans for a global environment.
7. Explain the role of human resource management and its relationship to change.
8. Demonstrate the application of accounting principles to financial statement preparation and analysis and how technology can be used as a problem-solving tool.

### POTENTIAL JOB POSITION TITLES

Potential entry-level and management training position titles include account representative, accounting assistant, marketing representative, human resource representative, client services representative, and office manager.

### PROGRAM CONTENT

A minimum of 123.00 semester credit hours is required for graduation.

### REQUIRED MANAGEMENT CORE COURSES

All courses, 36.00 semester credit hours, are required.

Course Number	Course Name	Prerequisites/Corequisites	Credit Hours
AC 107	Accounting I	IS 102	3.00
AC 220	Finance	AC 107	3.00
BU 106	Introduction to Management	None	3.00
BU 204	The Digital Firm and Business Communications	BU 106	3.00
BU 206	Business Law I	None	3.00
BU 220	Principles of Marketing	BU 106	3.00
BU 302	Leadership and Organizational Behavior	BU 106	3.00
BU 327	Business Ethics	BU 206	3.00
BU 345	Project Management	None	3.00

Course Number	Course Name	Prerequisites/Corequisites	Credit Hours
BU 407	Quantitative Decision Making	MA 204 or MA 225 or MA 320	3.00
EC 111	Principles of Microeconomics	None	3.00
EC 121	Principles of Macroeconomics	None	3.00

#### REQUIRED COURSES IN BUSINESS ADMINISTRATION

All courses, 18.00 semester credit hours, are required.

Course Number	Course Name	Prerequisites/Corequisites	Credit Hours
AC 216	Accounting II	AC 107	3.00
BU 307	Organizational Change	BU 106	3.00
BU 331	Managing Information Systems	IS 102	3.00
BU 406	International Business	BU 106	3.00
BU 461	Human Resource Management	BU 106	3.00
BU 482	Strategic Management	BU 220	3.00

#### OPEN ELECTIVE COURSES

A minimum of 27.00 semester credit hours of open electives is required. A minimum of 12.00 semester credit hours must be at the 300- to 400-level.

#### REQUIRED CAPSTONE OR INTERNSHIP

3.00 semester credit hours are required.

Course Number	Course Name	Prerequisites/Corequisites	Credit Hours
BU 491	Capstone Project	Final semester	3.00
BU 495 *	Internship	Final semester, PGPA of at least 2.50, and PD 214	3.00

\* Online students in some states may not be allowed to take this internship due to state restrictions.

#### REQUIRED COURSES IN GENERAL EDUCATION

Students enrolled in this bachelor's degree must complete a minimum of 37.00 semester credit hours in general education distributed among the following disciplines. A minimum of 9.00 semester credit hours must be upper level (300- to 400-level courses). Refer to the General Education section of the catalog for Herzing University courses that would satisfy these requirements. \*

- 1.00 Semester Credit Hour in Information Literacy
- 6.00 Semester Credit Hours in English Composition or Literature
- 3.00 Semester Credit Hours in Speech
- 4.00 Semester Credit Hours in Computer Applications ♦
- 7.00 Semester Credit Hours in Mathematics (College Algebra or Above)
- 4.00 Semester Credit Hours of Natural Science With a Lab Component
- 3.00 Semester Credit Hours in Social or Behavioral Science
- 3.00 Semester Credit Hours in Humanities With a Critical Thinking Focus \*\* ♦
- 3.00 Semester Credit Hours in Cultural Diversity
- 3.00 Semester Credit Hours in General Education Electives ♦

\* Transfer students may transfer courses that are within 1.00 semester credit hour of the courses listed above to meet these discipline requirements. Any resulting deficiency in the total of 37.00 semester credit hours required in general education may be made up with general education electives from any of the listed disciplines.

\*\* A course with a critical thinking focus would be a course that addresses the theories and application of critical analysis with an emphasis on developing sequential reasoning skills. Examples may be courses in critical thinking, philosophy, logic, or science.

- ◆ The state of Minnesota requires a minimum of 30.00 semester credit hours of general education for bachelor's degrees, not counting computer applications. However, all Herzing University students in the BSBMBA program must complete a minimum of 37.00 semester credit hours in general education, including computer applications, to complete the requirement for graduation from this bachelor's degree program. Minnesota students must complete at least 4.00 semester credit hours of general education in the humanities.

#### **PERSONAL AND PROFESSIONAL DEVELOPMENT COURSES**

2.00 semester credit hours are required. Students taking the BU 495 Internship must also take PD 214.

Course Number	Course Name	Prerequisites/Corequisites	Credit Hours
PD 121	Professional Development I	None	1.00
PD 202	Professional Development II	None	1.00
PD 214	AS/AAS/BS/Diploma Internship Preparation	None	0.00

*For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit our website at <http://www.herzing.edu/career-programs/undergraduate-degrees/business/business-management>*

