

## **Minnesota State Community and Technical College (M State) and North Dakota State University (NDSU) Memorandum of Understanding**

The purpose of this memorandum is to clarify and set forth the essential terms of agreement between the two institutions relating to curriculum requirements to be satisfied for any student attending the Minnesota State Community and Technical College's Associate of Science – Business Transfer Pathway program who desires admission into North Dakota State University, College of Business – Business Administration program.

Minnesota State Community and Technical College (hereafter M State) has established an Associate of Science Degree, Business Transfer Pathway, and the North Dakota State University (hereafter NDSU) has established a Bachelor of Science in Business Administration 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. NDSU'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. NDSU requires that students complete 60 credits from a four-year institution.
- C. M State students must complete the entire associate of science – business transfer pathway program. The grades of the transfer courses applicable to the professional program requirements of NDSU College of Business must be 'C' or higher. Otherwise, the students will need to retake those courses after admitted.
- D. Students who have completed an associate of science degree are considered to have completed NDSU's lower-division general education requirements.

### **Transfer of Credits**

- A. In order to complete NDSU's Bachelor of Science in Business Administration program, a total of 120 credits are required.
  - a. For M State students graduating with the associates of science degree, business transfer pathway, 60 M State credits will be transferred into NDSU's Business Administration program. If not already completed as electives through the M State program, the student will complete 2 credits of lower-division College of Business (CoB) requirements, 3 upper-level English credits, and 4 non-major electives. Fifty-one (51) additional upper-division, major credits are also required.
- B. M State students would have the option to take some courses at NDSU through the use of the already established Tri-College University System, but it is not a requirement of this agreement:
  - a. If students do not take MGMT 320: Foundations of Management, and/or MRKT 320: Foundations of Marketing, and/or BUSN 430: Legal and Social

Environment of Business at NDSU, they will be expected to take them at NDSU at the 300-400 level.

- b. M State students who are interested in taking MGMT 320: Foundations of Management, and/or MRKT 320: Foundations of Marketing, and/or BUSN 430: Legal and Social Environment of Business at NDSU should visit with their M State advisor to complete the Tri-College form.
  - c. NDSU College of Business agrees to provide AS-Business Transfer Pathway students an exemption of the college prerequisites for MRKT 320 or MGMT 320 or BUSN 430 through Tri-College.
  - d. Should the MRKT 320 or MGMT 320 or BUSN 430 classes be closed, contact the CoB Department of Management and Marketing staff for possible permissions.
- C. College of Business courses completed in previous semesters are considered valid for NDSU degree requirements if taken within the previous ten years. College of Business coursework taken before the ten-year limit may be reviewed by the NDSU College of Business Student Progress Committee to determine its appropriateness to the current major requirements.
- D. See attached Program Articulation Tables for full details.

### **Implementation and Review**

- A. The College and University Administrators 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 Memorandum of Understanding is effective on 01/03/2022 and shall remain in effect until the end date of 01/03/2027 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 Memorandum of Understanding will be reviewed by both parties beginning 07/03/2026 (within six months of the end date).
- E. When a student notifies NDSU College of Business program of their intent to follow this agreement, the NDSU will encode waivers, substitutions, and permissions necessary.

### **Course Equivalency and Program Articulation Tables**


- A. M State Associate of Science – Business Transfer Pathway and NDSU Bachelor of Science in Business Administration

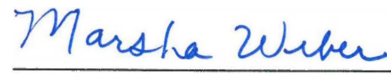
M State Requirements for AS in Business Transfer Pathway		NDSU Equivalencies for BS in Business Administration		Notes
Course	Credits	Course	Credits	
ACCT 2211 & ACCT 2212	6	ACCT 200	6	
ACCT 2210	4	ACCT 201	4	
COMM 1120	3	COMM 110	3	
ECON 2210	3	ECON 201	3	
ECON 2222	3	ECON 202	3	
ENGL 1101	3	ENGL 110	3	
BUS1100	3	MIS 116	3	
MATH 1114	4	MATH 103	4	
MATH 1213	4	STAT 330	4	
BUS 2204	3	TRNSFR 2XX	3	
BUS 2206	3	TRNSFR 2XX	3	
BUS 2150	3	TRNSFR 2XX	3	
Restricted electives	6			
PHIL 1201: Ethics (3)		PHIL 210	3	Will sub for PHIL 216
PSYC 1200 (3)		PSYC 111	3	
Restricted electives in MnTC Goal Areas: Communication	3			
ENGL 1205 (3) or ENGL 1210 (3)		ENGL 120	3	
General Education with MnTC Goals:	6			
MATH 1122 (3)		MATH 146	3	
SOC 1111 (3)		SOC 111	3	
Career Elective	3			
BUS 1146 (3)		HDFS 357	3	
Total Required Credits	60*		120	

**\*Notes:**


- 60 Credits remaining to reach 120 credits (NDSU and degree minimum)
- 2 Credits of CoB requirements not met via M State requirements  
i.e. STAT 331 (2 credits)
  - 3 Credits of Upper Division General Education not waived via AS  
i.e. ENGL 320 (3 credits)
- 51 Credits remaining to fulfill major requirements (upper division)  
Note: Assumes MGMT 320 or MRKT 320 or BUSN 430 is not taken at NDSU through Tri-College.
- 4 Free electives to get to 120 credits total; Could be used toward pursuing a certificate, etc.

This agreement is to be set in place after signatures from both institutions have been secured below.

 12/3/2021  
\_\_\_\_\_  
Chanchai Tangpong Date  
Chair, Management and Marketing  
Department, NDSU

 12/10/2021  
\_\_\_\_\_  
Marsha Weber Date  
Dean, Business and Information Technology,  
MState

 12/3/21  
\_\_\_\_\_  
Scott Beaulier Date  
Dean, College of Business, NDSU

 12/10/2021  
\_\_\_\_\_  
John Maduko Date  
Vice President, Academic and Student Affairs,  
MState