

Instructions—Articulation Agreement & Table

These instructions provide details for faculty completing program-to-program articulation agreements.

1. Complete the information highlighted in **Red** of the articulation agreement.
 2. Ask participating college to fill in the college side for Sections A and B of the agreement with program curriculum.
 3. Once the participating college has completed sections A and B, please complete Section B. List the course equivalents that will be accepted to the major. Indicate courses that can be used as major electives. Those courses remaining that are not direct equivalents or electives in the major will be considered electives.
 4. Send the form to the Curriculum Coordinator along with the name and e-mail information for the *college* faculty, chair, dean and Chief Academic Officer, or for the college articulation contact person. The Curriculum Coordinator will complete Section A equivalents, Section C (remaining receiving institution requirements), and Section D (course credit totals).
 5. The articulation agreement will then be emailed to the faculty, department chair, dean, and chief academic officers at both institutions for review. The review period is limited to 10 days.
 6. Upon approval, curriculum coordinator will route to Chief Academic Officers for signatures.
-

EXAMPLE

MINNESOTA STATE COLLEGES AND UNIVERSITIES* ARTICULATION AGREEMENT BETWEEN	Itasca Community College AND Bemidji State University
*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 **Itasca Community College** (hereinafter sending institution), and **Bemidji State University** (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 an **Associate in Science (A.S.) in Geography/GIS** (hereinafter sending program), and the receiving institution has established a Bachelor of Science **(B.S.) in Geography** (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.

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 Articulation Table. For system institutions, once the courses are encoded, they will transfer as described in the uSelect Audit.

Implementation and Review

- A. The Chief 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 Articulation Agreement is effective on 8/23/2011 and shall remain in effect until the end date of 08/23/2016 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 Articulation Agreement will be reviewed by both parties beginning 2/23/2016 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.

PROGRAM ARTICULATION TABLE		
	College (sending)	University (receiving)
Institution	Itasca Community College	Bemidji State University
Program name	Geography/Geographic Information System (GIS)	Geography – GIS Emphasis
Award Type (e.g., AS)	Associate of Science	Bachelor of Science
Credit Length	60	120
CIP code (6-digit)	45.070200	450701
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.
- Equip/Sub/Wav column: If a course is to be encoded as equivalent, enter Equip. 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	Equip Sub Wav
Minnesota Transfer Curriculum-General Education						
ENGL 1101 Expository Writing	1 & 2	4	ENGL 1151 Composition	1 & 2	4	E
ENGL 1105 Technical Writing	1 & 2	3	ENGL 2152 Argument & Exposition	1 & 2	3	E
Any Speech Course (meeting MnTC area 1)	1 & 2	3	SPCH elective	1 & 2	3	E
GEOG 1300 Weather and Climate (non lab science)	2 & 3 & 10	3	MnTC elective area 3	3 & 10	3	E
BIOL 1101 or any one course that meets MnTC area 3 with lab	2 & 3 & 10	4	Any one course that meets MnTC area 3 with lab	3 & 10	4	E
MATH 1101 or 1111 (or other higher level Math course)	2 & 4	3-4	Any one course that meets MnTC area 4	2 & 4	3-4	E
GEOG 1101 Physical Geography	2 & 5	3	GEOG 2100 Intro to Physical Geography	2 & 5	3	E
GEOG 1108 Cultural Geography	2 & 5	3	GEOG Intro to Human Geography	2 & 5	3	E
Any one course (non-geography) meeting MnTC areal 5	2 & 5	3	Any one course (non-geography) meeting MnTC areal 5	2 & 5	3	E
PHIL 1111 Ethics	2 & 6	3	PHIL 2220 Ethics	2 & 6	3	E
Any two courses that meets MnTC area 6	2 & 6	6	Any two course that meets MnTC area 6	2 & 6	6	E
Any one courses that meet MnTC area 7 (credits vary)	2 & 7	3-4	Any one courses that meet MnTC area 7	2 & 7	3	E
MnTC/General Education Total		41-43				

Special Notes, if any: Students who complete this A.S. degree as outlined will satisfy Minnesota Transfer Curriculum per ICC.

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: "Chose 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						
GEOG 1101 Physical Geography (credits counted in MnTC)			GEOG 2100 Intro to Physical Geography (credits counted in MnTC)			
GEOG 1108 Cultural Geography (credits counted in MnTC)			GEOG 2200 Intro to Human Geography (credits counted in MnTC)			

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

GEOG 1201 Map Use, Analysis & Interpretation	3	GEOG 1224 Intro to Map Use	3	
GEOG 2107 Remote Sensing & Image Interpretation	3	GEOG 2225 Aerial Photo & Remote Sensing	3	
GEOG 1206 Cartography	3	GEOG 3226 Cartography	3	
GEOG 1204 Principles of GIS	3	GEOG 2231 Geographic Info Systems (GIS)	3	
GEOG 2104 Modeling Techniques in GIS	3	GEOG 2232 Techniques in GIS	3	
GEOG 2101 Data Acquisition/Database Management	3	Geography elective towards major	3	
GEOG 2201 GIS Internship	1-3	Geography elective towards major	1-3	
Unrestricted elective credits (if none enter 0)				
Major, Emphasis, Unrestricted Electives Total		College's unrestricted elective credits accepted in transfer (if none enter 0)		
		19-21	Total College Credits Applied (sum of sections A and B)	60-64

SECTION C - Remaining University (receiving) Requirements		
	course prefix, number and name	Credits
	ENGL 2101 Intermediate Writing	3
	GEOG 2300 Economic Geography	3
	GEOG 2400 Intro to Planning	3
	GEOG 3310 Land Use Analysis and Planning	3
	GEOG 3320 Regional Planning Methods	3
	GEOG 4120 Urban Geography	3
	GEOG 4190 Field Geography	3
	GEOG 4200 Quantitative Procedures in Geographic Invest	3
	GEOG 4233 Adv GIS	3
	(select one of the following)	
	GEOG 4910 Directed Independent Study in GIS Topics	4
	GEOG 4970 Internship in Geography	4
	(select one of the following)	
	GEOG 4110 Advanced Physical Geography	3
	IT 1460 Technical Graphics	3
	University unrestricted elective credits not counted elsewhere (if none enter 0)	23-26
	Total Remaining University Credits	56-60

SECTION D - Summary of Total Program Credits			
College (sending) Credits		University (receiving) Requirements	
MnTC/General Education	41-43		
Major, Emphasis, Unrestricted Electives or Other	19-21		
Total College Credits	60-64	Total College Credits Applied	60-64
		Remaining credit to be taken at the university (receiving institution)	56-60
		Total Program Credits	120
Special Notes, if any:			

Curriculum Coordinator: Wendy Larson- wlarson@bemidjistate.edu, 218-755-3948

Transfer Specialist: Kristina Cirks- kcirks@bemidjistate.edu, 218-755-4600