



March 4, 2015

## **ARTICULATION AGREEMENT**

Offered collaboratively by  
**MONTANA STATE UNIVERSITY – NORTHERN**

and

**MILES COMMUNITY COLLEGE**  
**Associate of Science Degree – Business Emphasis**

for

**BACHELOR OF SCIENCE DEGREE**  
**in BUSINESS ADMINISTRATION**

### **I. SCOPE OF THE PROGRAM**

Montana State University – Northern (MSUN) and Miles Community College (MCC) hereby establish an articulation agreement leading to a Bachelor of Science Degree in Business Administration. The degree will be conferred by MSUN.

### **II. LENGTH OF AGREEMENT**

This renewed agreement will begin Fall Semester 2015, to continue for a minimum of four (4) years. The parties to this agreement commit to offering this program until it is dissolved by mutual agreement. The parties commit to a review every other year. The next review will be Spring Semester 2017.

### **III. COURSE ARTICULATION**

Students completing the **Associate of Science Degree – Business Emphasis** at MCC will be granted 61 semester credits toward a Bachelor of Science degree in Business Administration with a required minor at MSUN. Students must have 39 credits at the upper division (300/400) level to complete the degree program. Upon completion of the following courses as shown in **Exhibit A** and the meeting of all MSUN graduation requirements including the general education requirements as shown in **Exhibit B**, a Bachelor of Science Degree in Business



Administration with a minor will be awarded. One Hundred Twenty (120) semester credits are required. **Exhibit C** provides an overview of degree requirements and equivalencies.

General education courses listed on the MSUN transfer equivalency guide will be accepted to meet part of the 33 credit general education core.

#### IV. TUITION AND FEES

Tuition will be billed to each student at MSUN's prevailing cost-per-credit rate for all courses.

Application and admission information:

Montana State University – Northern  
Admissions Office  
P. O. Box 7751  
Havre, MT 59501  
(800) 662-6132 ext. 3704

#### V. ADMISSIONS POLICY AND REQUIREMENTS

Admission requirements for MSUN are as follows:

- 1) Completed MSUN Application for Admission;
- 2) Per Montana Board of Regents policy 301.5.4, students may transfer between units of the Montana University System using the "single admissions file" system. The transferring student must complete a Request for Transmittal of Application Materials (or MACRAO transmittal form) at the sending institution (Miles Community College). The student will pay an \$8 processing fee, and Miles Community College will send a certified copy of the student's admissions file to MSU-Northern. The \$30 application fee at MSUN will be waived for students applying in this manner. ;
- 3) In order to be in compliance with Montana state law, all degree seeking students or students carrying more than seven (7) credits, who are born on or after January 1, 1957, must show proof of two (2) vaccinations against measles and one (1) against rubella; "or" show documentation from a physician with dates of illness of having contracted measles and rubella; "or" file a notarized medical or religious exemption;
- 4) An official academic transcript from *all* accredited universities, colleges, and vocational technical centers attended (Official college transcripts must be sent to the Admissions Office in a sealed envelope directly from the institution.); and
- 5) Students transferring to MSUN must have a minimum cumulative transferable grade point average of 2.0 from all colleges or universities previously attended.

#### VI. FINANCIAL AID



All enrolled students are eligible to apply for financial aid at MSUN. Each student's situation will be evaluated on an individual basis. Students must apply for financial assistance through MSUN's Financial Aid Office.



## VII. CONTACT INFORMATION

### 1) Montana State University – Northern:

Advising Center: 1-800-662-6132 ext. 3760  
Admissions: 1-800-662-6132 ext. 3704  
Registrar: 1-800-662-6132 ext. 3703  
Financial Aid: 1-800-662-6132 ext. 3787

#### **College of Technical Science: 1-800-662-6132 ext. 3740**

Lanny Wilke ~ Business Instructor: 1-800-662-6132 ext. 4165, [wilkel@msun.edu](mailto:wilkel@msun.edu)  
Kevin Carlson ~ Business Instructor: 1-800-446-2698 ext. 4429, [kcarlson@msun.edu](mailto:kcarlson@msun.edu)  
Byron Ophus ~ Business Instructor: 1-800-662-6132 ext. 4193, [bophus@msun.edu](mailto:bophus@msun.edu)  
Barbara Zuck ~ Business Instructor: 1-800-662-6132 ext. 4175, [barbara.zuck@msun.edu](mailto:barbara.zuck@msun.edu)  
Rodney Ridenour ~ Business Instructor: 1-800-662-6132 ext. 4178,  
[rodney.ridenour@msun.edu](mailto:rodney.ridenour@msun.edu)  
Heather Thompson ~ Business Instructor: 1-800-662-6132 ext. 4136,  
[heather.thompson14@msun.edu](mailto:heather.thompson14@msun.edu)  
Steven Don ~ Chair, COTS: 1-500-662-6132 ext. 4185, [sdon@msun.edu](mailto:sdon@msun.edu)  
Dr. Larry Strizich ~ Dean, COTS: 1-800-662-6132 ext. 3724, [strizich@msun.edu](mailto:strizich@msun.edu)

### 2) Miles Community College:

2715 Dickinson Street  
Miles City, MT 59301  
Main: (406) 874-6100  
Admissions: (406) 874-6100  
Fax: (406) 874-6282

Kristy Atwood ~ Business Instructor: (406) 874-6203 [atwoodk@milesc.edu](mailto:atwoodk@milesc.edu)  
Dr. Ted Hanley ~ Vice President of Academic Affairs (406) 874-6192  
[HanleyT@milesc.edu](mailto:HanleyT@milesc.edu)  
Dr. Stacy Klippenstein ~ President: (406) 874-6158 [klippensteins@milesc.edu](mailto:klippensteins@milesc.edu)



**EXHIBIT A: Required Courses**

<b>Program Requirements Needed:</b>		<b>Credits</b>
ACTG 201	Principles of Financial Accounting	3
ACTG 202	Principles of Managerial Accounting	3
BGEN 112	Creative Problem Solving	3
BGEN 110	Applied Business Leadership	3
BGEN 253	Business Statistics and Research	3
BGEN 235	Business Law	3
BMGT 335	Management and Organization	3
BMGT 329	Human Resources Management	3
BMKT 325	Principles of Marketing	3
BMKT 341	Advanced Marketing Applications	3
BFIN 322	Business Finance	3
BMGT 322	Operations Management	3
BGEN 468	Contemporary Issues in Business Ethics	3
BMIS 311	Management Information Systems	3
BGEN 360	International Business	3
BGEN 494	Seminar	3
ECNS 201 ECNS 202	Principles of Microeconomics <b>OR</b> Principles of Macroeconomics ( <b>CAT IV</b> )	3
	Advisor Approved Electives: (Please List)	9
	<b>Minor</b>	<b>30</b>
	Technical Requirements to be taken at MSUN	30
	General Education to be taken at MSUN	0



	Transferred Technical Block and General Education	60
	<b>Total for Degree Completion for BS in Business Administration</b>	<b>120</b>

\*() Credits counted in General Education area.



**EXHIBIT B (\*Gen. Ed. Requirements)**

<b>Category I</b>	<b>Communication (6 credits)</b> WRIT 101 <b>AND</b> COMX 111 <b>OR</b> COMX 115 <b>OR</b> WRIT 350
<b>Category II</b>	<b>Mathematics (3 credits)</b> M112, M145, M121, M130, M131, M151, M162, M171, M172, STAT 216, STAT 217
<b>Category III</b>	<b>Natural Science with 1 lab course (6 credits)</b> BIOB 101/102, BIOB 160/161, BIOB 290, BIOE 110, BIOH 104, BIOH 201/202, BIOH 211/212, BIOM 250/251, BIOO 220/221, CHMY 121/122, CHMY 123/124, CHMY 141/142, CHMY 143/144, ENSC 245, GEO 101/102, GEO 206, GEO 211/212, GEO 314, GPHY 111, PHSX 105/106, PHSX 205/206, PHSX 207/208, TSCI 304
<b>Category IV</b>	<b>Social Science/History (6 credits)</b> ECNS 201 <b>OR</b> ECNS 202, <b>AND</b> CMLD 101, ECNS 372, HSTA 101, HSTA 102, HSTA 255, HSTR 101, HSTR 102, PSCI 210, PSCI 250, PSCI 471, PSYX 100, PSYX 230, SOCI 101, SOCI 241, SOSC 201
<b>Category V</b>	<b>Cultural Diversity (3 credits)</b> BGEN 360, NASX 105, 120, 235, 304, 310, 340, 376, 450, NRSRG 331, SOCI 315, SPNS 101, COMX 212
<b>Category VI</b>	<b>Humanities Fine Arts (6 credits)</b> ARTZ 105, ARTZ 106, ARTZ 231, ARTZ 284, ARTZ 363, ARTH 160, ARTH 330, ARTH 340, LIT 110, 210, 211, 223, 224, 230, 309, 327, 363, 382, LSH 201, MUSI 103, MUSI 201, PHIL 200, 210, THTR 105, CRWR 340
<b>Category VII</b>	<b>Technology (3 credits)</b> AOT 301, CAPP 120, CAPP 151, CIS 320, IT 100
<b>Total General Education Credits - 33 credits if taken at MSU-Northern.</b>	

- Refer to the current MSUN transfer equivalency guide:
  - [https://atlas.montana.edu:9002/pls/hvagent/hwzkxfer.p\\_selstate](https://atlas.montana.edu:9002/pls/hvagent/hwzkxfer.p_selstate).
- Or contact the MSUN Advising Center for general education equivalencies.



**EXHIBIT C (Overview of Equivalencies)**

<b>MSUN Program Requirements</b>		<b>MCC Equivalencies</b>	
ACTG 201 Principles of Financial Accounting	3	ACTG 201 Principles of Financial Accounting	3
ACTG 202 Principles of Managerial Accounting	3	ACTG 202 Principles of Managerial Accounting	3
BGEN 112 Creative Problem Solving	3	Taken at MSUN	3
BGEN 110 Applied Business Leadership	3	BMGT 215 Human Resource Management	3
BGEN 253 Business Statistics and Research	3	STAT 216 Intro to Statistics	3
BGEN 235 Business Law	3	BGEN 235 Business Law	3
BMGT 335 Management and Organization	3	Taken at MSUN	3
BMGT 329 Human Resource Management	3	Taken at MSUN	3
BMKT 325 Principles of Marketing	3	Taken at MSUN	3
BMKT 341 Advanced Marketing Applications	3	Taken at MSUN	3
BFIN 322 Business Finance	3	Taken at MSUN	3
BMGT 322 Operations Management	3	Taken at MSUN	3
BGEN 468 Contemporary Issues in Business Ethics	3	Taken at MSUN	3
BMIS 311 Management Information Systems	3	Taken at MSUN	3
BGEN 360 International Business	3	Taken at MSUN	3
BGEN 494 Seminar	3	Taken at MSUN	3
ECNS 201 – Principles of Microeconomics <b>OR</b> ECNS 202 – Principles in Macroeconomics	3	ECNS 201 or ECNS 202	
Advisor Approved Electives: (Please List)	9	Degree courses not used above	
<b>Minor</b>	<b>30</b>		
<b>Program General Education Requirements</b> <i>See Exhibit B for eligible courses</i>			
<i>Cat I – Communications (6 credits)</i> <b>WRIT 101 AND COMX 111 OR COMX 115 OR WRIT 350</b>		WRIT 101 COMX 111 or COMX 115	
<i>Cat II – Mathematics (3 credits)</i>		M121	
<i>Cat III – Natural Sciences (6 credits)</i>		Courses in MCC list, one with lab	
<i>Cat IV – Social Sciences/History (6 credits)</i>		ECNS 201 and ECNS 202	
<i>Cat V – Cultural Diversity (3 credits)</i>		BGEN 360 (taken at MSUN)	
<i>Cat VI – Fine Arts/Humanities (6 credits) or (9)</i>		Courses in MCC list	
<i>Cat VII – Technology (3 credits)</i>		CAPP 120	





**ARTICULATION AGREEMENT APPROVAL COVER SHEET**

Participating Institution(s) **MILES COMMUNITY COLLEGE**  
**Associate of Science Degree – Business Emphasis**

Articulated Program: **BUSINESS ADMINISTRATION with a Minor**

Degree/Credential: **BACHELOR OF SCIENCE**


Effective Dates: Start: Fall Semester 2015 Review: Summer 2017

New Agreement  Renewal/Revised

The undersigned have read and concur with the applicable policies and procedures for the attached articulation agreement.

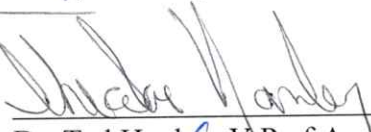
**MSU – Northern**

**Miles Community College**


  
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Lanny Wilke, Business Instructor

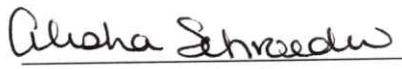
  
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Kristy Atwood, Business Instructor

  
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Steven Don, Chair, COTS

  
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Dr. Ted Hanley, V.P of Academic Affairs

  
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Dr. Larry Strizich, Dean, COTS

  
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Dr. Stacy Klippenstein, President

  
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Alisha Schroeder, Registrar

  
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Dr. William Rugg, Provost