

**ACADEMIC PROGRAM ARTICULATION AGREEMENT BETWEEN
CARROLL COMMUNITY COLLEGE
AND STEVENSON UNIVERSITY
A.A. COMMUNICATION STUDIES & JOURNALISM CONCENTRATION,
ARTS & SCIENCES
TO B.S. TO BUSINESS COMMUNICATION**

This Academic Program Articulation Agreement (“Agreement”) is entered into by and between **Carroll Community College** (the “Sending Institution”) and Stevenson University the “Receiving Institution”) (collectively, the “Institutions”) to facilitate the transfer of academic credits from the **A.A. in Communication Studies & Journalism Concentration** for the completion of the **B.S. in Business Communication** (the “Program(s)”).

A. Qualifying Students

This Agreement pertains to the transfer of “Qualifying Students”, *i.e.*, those students who:

1. Have successfully completed the program at the Sending Institution;
2. Are enrolled in the Sending Institution, in good standing; and
3. Are accepted for admission to the Receiving Institution

B. Responsibilities of the Institutions

The Institutions agree to implement the transfer of Qualifying Students in accordance with applicable law and the following requirements and protocols:

1. A Qualifying Student may transfer into from the Transferring Institution into the Receiving Institution for the completion of the Program.
2. Courses that the Receiving School will accept credits for towards completion of the Program include:

	Carroll Community College	Stevenson University	
Program Requirements	COMM-105 Introduction to Speech Communication	CM 101 Public Speaking (Program Requirement)	3
	COMM-201 Mass Communication	CM 235 Media & Society (Program elective)	3
	COMM-205 Interpersonal Communication	CM 115 Interpersonal Communication (Program Requirement)	3
	COMM-210 Journalism	CM 253/ENG 253 Journalism I (Program Writing Requirement)	3
	ENGL-209 Written Comm. For Business or ENGL-219 Writing Creative Nonfiction	Program Writing Requirement (either option)	3
	World Languages (Six Credits)	General Elective Credits (counts toward B.A. or elective credits)	6
GENERAL EDUCATION REQUIREMENTS			

	Carroll Community College	Stevenson University	
English Composition and literature (6 credits)	ENGL 101: College Writing (required by program)	ENG 151: College Writing I	3
	ENGL 102: Writing about literature (required by program)	ENG 152: College Writing II	3
Arts, Humanities, or Communication	Take two courses (6 credits) from the following: <ul style="list-style-type: none"> • HIST 105 History of the United States to 1876 • HIST 106 History of the United States from 1876 • COMM 120 Introduction to Film • PHIL 105 Ethics 	<ul style="list-style-type: none"> • Humanities Requirement (HIS) • Humanities Requirement (HIS) • FMI 101 Cinema I: Storytelling (General elective) • Humanities Requirement (PHIL) 	6
Biological and Physical Sciences	Take two General Education Science courses; one must be a lab course	<i>Scientific Reasoning-Lab</i>	7-8
Mathematics	Math 115: Introduction to Statistical Methods	Math 136: Introduction to Statistics (QL Requirement)	4
Social and Behavioral Sciences	Take two courses (6 credits) <i>SU recommends</i> <ul style="list-style-type: none"> • PSYC 101 General Psychology • SOC 101 Introduction to Sociology or SOC 115 Diversity in U.S. Multicultural Society 	Two Social Science Requirements	6
Electives	General electives <i>SU recommends:</i> <ul style="list-style-type: none"> • ENGL-110 Intro to Creative Writing; • BUAD 101 Intro to Business; • MKTG-201 Principles of Marketing; AND • MGMT-201 Principles of Management 	<ul style="list-style-type: none"> • ENG 224 Intro to Creative Writing (Program Writing Requirement) • MGT 199 Business Elective (Program Elective) • MKT 206 Principles of Marketing (Program Requirement) or • MGT 204 Principles of Management (Program Requirement) 	12
Total	62-63 Please note: A minimum of 60 credits is needed for the associate's degree.		

Remaining Courses to be taken at Stevenson

Students who complete the plan above (including all suggested classes) and earn the Associate of Arts in Arts & Sciences, Communication Studies & Journalism Concentration from Carroll Community College will take the following courses at Stevenson to meet the B.S. requirements. Students who transfer before completing the AA may have more general education and program requirements to take and fewer free electives.

General Education Requirements (0 credits)

Major Requirements (40 credits remaining)

Communication Core Courses - 22 credits

- CM 205 Communication Ethics 3 credits
- CM 255 Small Group Communication 3 credits
- CM 270 New Media Communication 3 credits
- CM 290 Internship Preparation 1 credit
- CM 310 Conflict Resolution and Negotiation 3 credits
- CM 390 Organizational Communication 3 credits
- CM 401 Internship 3 credits
- CM 490 Communication Capstone 3 credits

Business Core Required Courses - 6 credits

- MKT 311 Consumer Behavior 3 credits
- MKT 336 Integrated Marketing Communication 3 credits

Design Core Required Courses - 9 credits

- GDES 125 Fundamentals of Digital Media 3 credits
- GDES 270 Introduction to Corporate Communication Design 3 credits
- PHOTO 141 Basic Digital Photography 3 credits

Technology Core Requirements - Choose 3 credits (one course) from the following.

- ENG 256 Introduction to Digital Publishing 3 credits
- GDES 208 Web Design I 3 credits
- IS 135 MS Office Applications 3 credits
- IS 260 Presentation Theory and Application 3 credits

Additional Credits Needed:

20 general elective credits to get to 120 credits for Bachelor’s Degree.

Students are encouraged to pursue a professional or discipline minor or additional internships.

Total credits to be taken at SU: 40 program credits + 20 elective credits = 60

Suggested Course Sequence

YEAR 3				
SEMESTER	FALL		SPRING	
RECOMMENDED COURSES	CM 205 Communication Ethics	3	CM 255 Small Group Communication	3
	CM 310 Conflict Resolution & Negotiation	3	CM 270 New Media Communication	3
	GDES 125 Fundamentals of Digital Media	3	CM 290 Internship Preparation	1
	General Elective	3	MKT 311 Consumer Behavior	3
	General Elective	3	PHOTO 141 Basic Digital Photography	3
			General Elective	3
CREDITS	15 CREDITS		16 CREDITS	
YEAR 4				
SEMESTER	FALL		SPRING	
RECOMMENDED COURSES	CM 401 Internship	3	CM 390 Organizational Communication	3
	MKT 336 Integrated Marketing Communication	3	CM 490 Communication Capstone	3

	GDES 270 Intro to Corporate Comm Design	3	General Elective	3
	Technology Core Requirement	3	General Elective	3
	General Elective	3	General Elective	3
CREDITS	15 CREDITS		15 CREDITS	

3. Additional Provisions

- Courses that fulfill program requirements are only eligible for transfer if students have earned a grade of “C” or better. Courses used to fulfill only general education requirements are eligible for transfer if students have earned a grade of “D” or better, with the exception of college composition, which must be passed with a C- or better.
 - Students must have a 2.5 cumulative grade point average at time of application.
 - Stevenson participates in general education block transfer. Students entering Stevenson with an A.A., A.S., or A.A.T. degree from a Maryland community college will have met all of Stevenson’s general education requirements, with the exception of a second composition course if not already taken. The equivalencies above detail the coursework students would take under the block transfer program. Not all programs are eligible for block transfer.
 - Stevenson University will accept up to 70 credits from 2-year institutions. Up to 90 credits can be applied to degree requirements from a combination of 2-year institutions, 4-year institutions, and non-direct classroom instruction (including CLEP, AP, and other nationally recognized standardized examination scores). For additional information about credit transfer, please see: <http://www.stevenson.edu/admissions-aid/getting-started/transfer-students/transfer-credit-evaluation/>
 - For non-direct classroom instruction, an appropriate score is determined by Stevenson University, and student must submit original test scores/results to Stevenson University. Tech Prep credits will not transfer. Credit awarded for prior learning (“life experience”) is not recognized by, and is not transferable to, Stevenson University.
 - Students intending to transfer should complete the admission application for Stevenson University once they complete 45 credits of the Associate Degree program. Students should contact the Financial Aid Office at Stevenson University as soon as possible in regard to college deadlines for financial aid. Students who have completed an associate degree at a Maryland community college are guaranteed admissions to Stevenson.
4. The Receiving Institution shall designate, and shall provide to the Sending Institution, the contact information for a staff person at the Receiving Institution who is responsible for the oversight of the transfer of Qualifying Students. The Sending Institution shall designate, and shall provide to the Receiving Institution, the contact information for a staff person at the Sending Institution who is responsible for the oversight of the transfer of Qualifying Students.

	Sending Institution	Receiving Institution
Name of staff person responsible for oversight	April Herring	Dave Copenhaver

Title of staff person	Director of Advising and Transfer	Assistant Director of Transfer Admissions
Email address	aherring@carrollcc.edu	wcopenhaver@stevenson.edu
Telephone Number	410-386-8444	(443)352-4409

Should the staff person or position change, the institution will promptly provide new contact information to the partner institution and inform the Maryland Higher Education Commission of the change.

Additional contact information:

[Role & Responsibilities of persons listed here]	Sending Institution	Receiving Institution
Name of person	Siobhan Wright	Amanda Hostalka
Title of person	Program Director, English	Vice Provost, Outreach
Email address	swright@carrollcc.edu	ahostalka@stevenson.edu
Telephone Number	410-386-8207	443-394-9549

5. If the Qualifying Student is using federal Title 38 VA Education Benefits (GI Bill® Education Benefits), the Institutions shall adhere to all applicable U.S. Department of Veterans Affairs' regulations, including the regulations governing the awarding prior credit, as regulated under Title 38, Code of Federal Regulations, Sections 21.4253(d)(3) and 21.4254(c)(4).
 - For scholarship information please see the "Paying for College" page on: <http://www.stevenson.edu/transfer>
6. Each Institution shall adhere to all applicable transfer requirements set forth in the Annotated Code of Maryland and the Code of Maryland Regulations.
7. Each Institution shall advise students regarding transfer opportunities under this Agreement, and shall advise students of financial aid opportunities and implications associated with the transfer.
8. Should either Institution make changes to program requirements, the institution will inform the partner institution immediately. The articulation agreement should be updated to reflect the changes and forwarded to the Maryland Higher Education Commission.

C. Term and Termination

1. This agreement shall be effective on the date that it is signed by the appropriate and authorized representatives of each Institution.
2. Either Institution may, at its sole discretion, terminate this Agreement upon delivering 60 days written notice to the other Institution and the Maryland Higher Education Commission.

3. Both Institutions agree to meet once every 2 year(s) to review the terms of this agreement.

D. Amendment

1. This Agreement constitutes the entire understanding and agreement of the Institutions with respect to their rights and obligations in carrying out the terms of the Agreement, and supersedes any prior or contemporaneous agreements or understandings.
2. This Agreement may be modified only by written amendment executed by both Institutions.

E. Governing Law

This Agreement shall be governed by, and construed in accordance with, the laws of the State of Maryland.

F. Counterparts

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

G. Notice of Agreement

1. The Institutions agree to provide a copy of this Agreement, with any amendments, to the Maryland Higher Education Commission.
2. The Institutions agree to provide copies of this Agreement to all relevant individuals and departments of the Institutions, including but not limited to students, academic department chairs participating in the transfer, offices of the president, registrar's offices, and financial aid offices.

H. No Third-Party Beneficiaries

There are no third-party beneficiaries to this Agreement.

I. Representations and Warranties of the Parties

Both Institutions represent and warrant that the following shall be true and correct as of the Effective Date of this Agreement, and shall continue to be true and correct during the term of this Agreement:

1. The Institutions are and shall remain in compliance with all applicable federal, state, and local statutes, laws, ordinances, and regulations relating to this Agreement, as amended from time to time.
2. Each Institution has taken all action necessary for the approval and execution of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

<p>Carroll Community College</p> <p>By: <u><i>Rosalie V. Mince</i></u></p> <p>Dr. Rosalie Mince Vice President of Academic Services and Student Affairs Carroll Community College</p> <p><u>01/15/2021</u></p> <p>Date</p>	<p>Stevenson University</p> <p>By: <u><i>Susan T. Gorman</i></u> <small>Susan T. Gorman (Jan 15, 2021 10:50 EST)</small></p> <p>Susan Thompson Gorman, PhD EVP Academic Affairs and Provost</p> <p><u>01/15/2021</u></p> <p>Date</p>
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Date of next review (2 years from date of last signature).









(1 of 2) Carroll Comm to Business Communication Articulation

Final Audit Report

2021-01-15

Created:	2021-01-14
By:	Amanda Hostalka (ahostalka@stevenson.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAqjfWhKUX3THDFSr9KJ2ivTPkkpm9qWs-

"(1 of 2) Carroll Comm to Business Communication Articulation" History

-  Document created by Amanda Hostalka (ahostalka@stevenson.edu)
2021-01-14 - 9:27:35 PM GMT- IP address: 72.81.130.135
-  Document emailed to Susan T. Gorman (sgorman@stevenson.edu) for signature
2021-01-14 - 9:30:07 PM GMT
-  Email viewed by Susan T. Gorman (sgorman@stevenson.edu)
2021-01-15 - 3:49:25 PM GMT- IP address: 104.47.46.254
-  Document e-signed by Susan T. Gorman (sgorman@stevenson.edu)
Signature Date: 2021-01-15 - 3:50:04 PM GMT - Time Source: server- IP address: 74.11.209.35
-  Document emailed to Lauren Walker (rmince@carrollcc.edu) for signature
2021-01-15 - 3:50:06 PM GMT
-  Email viewed by Lauren Walker (rmince@carrollcc.edu)
2021-01-15 - 3:51:54 PM GMT- IP address: 141.157.8.35
-  Document e-signed by Lauren Walker (rmince@carrollcc.edu)
Signature Date: 2021-01-15 - 4:05:09 PM GMT - Time Source: server- IP address: 64.98.244.118
-  Agreement completed.
2021-01-15 - 4:05:09 PM GMT