

# **TRANSFER ARTICULATION AGREEMENT**

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**Westfield State College**

**and**

**Cape Cod Community College**

**A.A. Business Transfer Concentration  
to**

**B.S. Business Management/ Management Concentration**

**FALL 2008**

Westfield State College and Cape Cod Community College have created a transfer articulation agreement between the Department of Economics and Management at Westfield State College and the Business department at Cape Cod Community College in support of a valuable and barrier-free public academic experience.

#### OBJECTIVES:

1. To encourage and streamline the transfer of qualified students from Cape Cod Community College (CCCC) to Westfield State College (WSC).
2. To award academic credit for courses completed at CCCC that meet the terms of the Business Transfer Concentration degree and apply them toward the requirements for the WSC Bachelor of Science in Business Management degree with a concentration in Management.
3. To provide effective and concise guidelines for students seeking to transfer to WSC. Students will have accurate and clear information regarding the transfer of their course work and credits, both completed and outstanding, as they apply to the Bachelor of Science in Business Management degree at WSC.

#### TERMS OF THE TRANSFER ARTICULATION AGREEMENT:

1. This articulation agreement has been designed to meet terms of the 1990 Commonwealth Transfer Compact and statewide Joint Admissions Program.

Westfield State College (WSC) guarantees the acceptance of students who complete the Business Transfer Concentration degree program at Cape Cod Community College (CCCC) with an overall QPA of 2.30 (on a 4.0 scale) or higher to the Bachelor of Science in Business Management (with a concentration in Management) degree at WSC. In order to guarantee admission to WSC for a specific term, qualified students must complete the application process on time: the priority filing deadline for spring semester enrollment is October 15; the priority filing deadline for fall enrollment is March 15. Qualified students who complete their application files after these dates will be accommodated on a space-available basis. If space is not available for the requested enrollment term, students may be guaranteed enrollment for the following term, upon timely request. On-campus housing is not guaranteed as part of this agreement, nor is it available to students who enroll through the Division of Graduate and Continuing Education (DGCE).

2. Students may be admitted to WSC under terms of this program-to-program articulation agreement via either the full-time undergraduate day division (Admission office) or the Division of Graduate and Continuing Education (DGCE). However, students may not request on-campus housing through DGCE; consequently, students who wish to be considered for on-campus housing must apply through the full-time undergraduate day division. Further, full-time undergraduate day students that either commute to or live on the WSC campus and partake in campus life may be able to register for some on-line courses, but will not be allowed to build class schedules comprised exclusively of on-line courses. DGCE will enroll students on either a part-time or full-time basis for the exclusively on-line bachelor's degree-completion program in management. Students applying to DGCE will enroll under terms of this explicit agreement and complete the management degree entirely on-line, as specified in the attached curriculum sheet.
3. Students enrolling through DGCE that qualify for enrollment under terms of this agreement will be afforded the benefits of the Joint Admissions Program: they will apply for admission via an on-line application form that does not require a fee; they will be guaranteed admission to the exclusively on-line bachelor's degree completion program if they complete their application files by the priority filing deadlines; and they will have the Tuition Advantage Program (TAP) discount built into their fee structure for full-time on-line attendance (12 or more credits per term).

Joint Admissions students enrolling through the full-time day Admission office are subject to the TAP-eligibility standards and practices set by the state Board of Higher Education.

4. WSC guarantees the transfer of credit as stipulated on the attached curriculum sheet in conjunction with the terms of the 1990 Commonwealth Transfer Compact. This agreement assumes successful completion of the designated associate's degree program, including all courses specified on the curriculum sheet. WSC requires that 30 credits be completed in residence to earn the bachelor's degree; a minimum total of 30 MGMT credits must be completed at WSC to earn the Bachelor of Science degree in Business Management. The 1990 Transfer Compact guarantees 60 transfer credits (excluding grades of D-); WSC will accept a maximum of 67 credits in transfer from all two-year colleges combined. To ensure the transfer of the maximum number of credits allowed, students should choose any elective course requirements for the associate's degree program from those listed as transferable in the current WSC course equivalency guide, available on-line at [www.wsc.ma.edu/ceg](http://www.wsc.ma.edu/ceg).
5. Students who complete requirements for the designated associate's degree program, but fail to select one or more courses specified on the attached curriculum sheet as those required by WSC for the Business Management degree still may be admitted to the on-line bachelor's degree-completion program, and still may be considered for Joint Admissions, Tuition Advantage (TAP), and 1990 Transfer Compact status; however, they will be required to complete all outstanding requirements for the degree program at WSC, even if the total sum of those credits exceeds the 68-credit limit recommendation of the 1990 Commonwealth Transfer Compact. Further, students who do not maximize the number of credits to be applied to the WSC Business Management major while at the community college may not be able to complete the bachelor's degree exclusively on-line at WSC and may extend the length of time it will take to complete bachelor's degree requirements.
6. This articulation agreement is based upon the evaluation of current course descriptions and or other course materials presented to WSC. Courses as listed in this agreement will transfer to WSC provided a grade of C- (1.7 on a 4.0 scale) or higher has been earned in each. Terms of the 1990 Commonwealth Transfer Compact will be honored for students who transfer under this agreement: D grades (1.0 on a 4.0 scale) will transfer as part of the 60-credit guarantee of the Commonwealth Transfer Compact only.
7. Earning the designated associate's degree under terms of the 1990 Commonwealth Transfer Compact guarantees that transfer students will be exempted from completing outstanding general education core requirements for WSC unless such core courses fulfill major requirements for the Business Management degree program.
8. CCC students interested in participating in this agreement are expected to complete the suggested CCC liberal arts and sciences courses to satisfy terms of the 1990 Commonwealth Transfer Compact. All associate's degree and Commonwealth Transfer Compact course requirements must be completed and the associate's degree conferred prior to enrollment at WSC.
9. This agreement shall remain in effect for a period of two years from the date listed below, with the provision that the terms specified herein will continue to apply to students admitted from CCC's Business Transfer Concentration degree program within one year of the expiration date of the agreement. Each institution agrees to provide timely notice to the other in the event of any modification to the curriculum that might affect admission and/or the transferability of course work. This agreement may be subject to change without notice if curriculum requirements change at either institution, provided that the Commonwealth Transfer Compact component of the associate's degree curriculum remains intact. Students admitted to CCC's Business Transfer Concentration degree program prior to such notification will be admitted to WSC on the basis of this agreement.

Approved on (date): 6/13/08

Articulation Agreement Signature Page

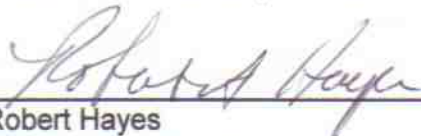
**Westfield State College**



Dr. Evan Dobelle  
President



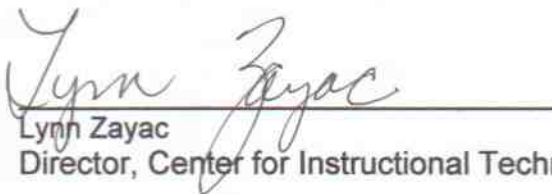
Dr. Robert Bristow  
Associate Vice President, Academic Affairs



Dr. Robert Hayes  
Associate Vice President, Division of Graduate  
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**Cape Cod Community College**



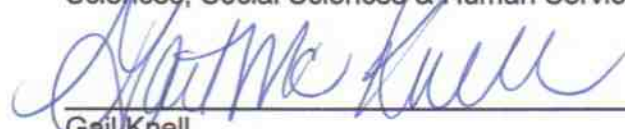
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Gail Knell  
Chair, Department of Business



Mary Olenick  
Transfer Counselor

**MASS COLLEGES ON-LINE articulation**

**Cape Cod Community College AA in Business Transfer Concentration to Westfield State College BS in Business Management (with Management concentration)**

*\* Denotes Community College Transfer Compact core requirement*

*^ Denotes WSC Business major requirement*

*\*\* Denotes current on-line course offerings in business at WSC.*

*Note: To receive the bachelor's degree, a minimum of 30 WSC MGMT credits must be completed.*

<b>Associate's Degree Requirements:</b>		<b>Westfield State College Business Management Degree with Management Concentration Requirements:</b>	
<i>Courses</i>	<i>Credits</i>	<i>Courses</i>	<i>Credits</i>
ENL 101 English Composition I *	3	ENGL 0101 English Composition I	3
ENL 102 English Composition II *	3	ENGL 0102 English Composition II	3
Fine & Performing Arts */ **	3	TBA	3
COM 203 Public Speaking*	3	ENGL 0103 Speech	3
Fine & Performing Arts <b>or</b> Language Arts *	3	TBA	3
ECO 117 Principles of Macroeconomics *	3	^ECON 0101 Principles of Macroeconomics **	3
ECO 118 Principles of Microeconomics *	3	^ECON 0102 Principles of Microeconomics **	3
PSY 101 General Psychology *	3	PSYC 0101 General Psychology	3
Laboratory Science *	4	TBA	4
Laboratory Science *	4	TBA	4
MAT 180 <b>or</b> 185 Business Calculus I or II	3	^MATH 0115 Math for Business & Social Sciences	3
<i>1990 Transfer Compact core total</i>	<b>35</b>		
<b>Business and Other Requirements:</b>			
ACC 201 Financial Accounting	3	^MGMT 0104 Accounting I (3 WSC credits) **	3
ACC 202 Managerial Accounting	3	^MGMT 0105 Accounting II (3 WSC credits)	3
BUS 120 Business Law	3	^MGMT 0241 Business Law **	3
GIT 110 Microcomputer Applications Software	3	^MGMT 0107 Software Applications in Management **	3
BUS 100 Introduction to Business	3	General Elective	3
COM 103 Human Communication	3	General Elective	3
<b>Electives-Select 3 courses from the following list:</b>			
BUS 201 Business Finance	3	^MGMT 0207 Financial Management **	3
		^MGMT 0220 Production & Operations Management **	3
BUS 214 Management	3	^MGMT 0221 Business Management **	3
MKT 100 Marketing	3	^MGMT 0231 Marketing Management **	3
		^MGMT 0250 Quantitative Approach to Business Decisions **	3
		^MGMT 0301 Labor Relations **	3
		^MGMT 0308 Organizational Development & Behavior	3
		^MGMT 0321 Management Information Systems **	3
		^MGMT 0325 Business Policy & Strategy **	3
		^MGMT 0338 International Business **	3
BUS 107 Human Resource Management	3	^MGMT 0314 Human Resource Management	3
ENT 108 Introduction to Entrepreneurship	3	^MGMT 0342 Entrepreneurship	3
		^MGMT 0344 Project Management	3
		^MGMT 0346 Leadership	3
		^MGMT 300-Level Elective	3
ENL 131 Technical Writing	3	^ENGL 0392 Business & Technical Writing	3
MAT 150 Elementary Statistics	3	^MATH 0108 Elementary Statistics	3
		General Electives	16
		<i>WSC credit total</i>	<b>58</b>
<b>Associate's degree credit total:</b>	<b>62</b>	<b>Bachelor's degree credit total:</b>	<b>120</b>