# Transfer Agreement Between
## Allegany College of Maryland and Elizabethtown College

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**A. Statement of Purpose**

Allegany College of Maryland (ACM) in Cumberland, Maryland, and Elizabethtown College School of Graduate and Professional Studies (SGPS) in Elizabethtown, Pennsylvania have entered into this articulation agreement. The purpose of this agreement is to facilitate the transferring of credits and provide a smooth transition from a two-year community college to an accelerated online baccalaureate degree program as indicated. ACM students will pursue their online bachelor's degree at Elizabethtown College SGPS via seamless enrollment from an associate degree program at ACM through upper-division coursework at Elizabethtown College SGPS.

**B. Terms and Conditions of the Academic Credit Transfer**

1. Guaranteed admission to Elizabethtown College SGPS is provided to students who earn an associate degree from ACM with a cumulative GPA of 2.5 or higher.

2. Students will receive full consideration for financial aid upon matriculation to Elizabethtown College SGPS.

3. Each institution will designate a representative who will coordinate with one another and with interested students.

4. This agreement will go into effect as of the date of its signing.

**C. Benefits to ACM Students in Elizabethtown College's SGPS Programs**

   a. ACM students will have access to a dedicated SGPS Admissions Counselor who will provide general college information and resources.
   b. Upon admission, students will be assigned a dedicated Academic Advisor who will provide personalized attention through graduation.
   c. All graduates of ACM (within two years removed of their degree conferral date) will receive two free courses and one free Edge Bundle (which equates to 2-3 additional undergraduate credits) from SGPS.
   d. Members of Phi Theta Kappa (PTK) who are continuously enrolled in degree programs offered by SGPS will qualify for a 10% tuition discount.
   e. Once enrolled in an SGPS degree program, students with financial need may be considered for the Charlotte W. Newcombe Scholarship.

**D. Transfer and Application of Credits**

1. Students admitted to Elizabethtown College SGPS through the Office of Admissions with an earned associate degree, consisting of at least 40 corresponding general education credits from ACM, will be recognized as meeting all of the requirements of the Elizabethtown College Core

Curriculum with full junior standing.  The foregoing provision does not supersede curricular prerequisites or departmental program requirements established in the College catalog.  Nor does it exclude the student from completing the Foundations for Accelerated Learning (FS1500) and the Core Program Capstone (IDC4900) requirement, or residency requirements, for completion of a bachelor's degree.

2.  Elizabethtown College SGPS shall accept the transfer of ACM credits up to a maximum of sixty-four (64) applicable semester credit hours.

3.  Where course equivalencies exist for required courses, core curriculum requirements, and/or prerequisites, these courses will apply to Elizabethtown College SGPS graduation requirements.  Course equivalencies will be determined based upon standard course-transfer criteria at Elizabethtown College SGPS.

4.  Students may earn up to a maximum of 32 credits earned through examination (i.e., AP, IB, CLEP, etc.).  Official certification of exam scores and official college transcripts are required for credit transfer.  A student will not receive duplicate credit through examination, or any other college courses taken before or after enrolling at Elizabethtown College SGPS.

5.  Elizabethtown College SGPS will provide prospective students with a transfer evaluation to identify equivalencies across institutions.

6.  To meet Elizabethtown College SGPS graduation requirements, ACM students must earn a minimum of 15 credits in their major (at least nine of which are at the upper level – typically 300- and 400-level) and at least 30 of 60 credits must be completed at Elizabethtown College.

## E.  Special Admission Requirements

1.  Subject to the terms and conditions of this Agreement, Elizabethtown College SGPS shall provide ACM graduates with the opportunity to transfer into any of the online bachelor's degree programs offered at Elizabethtown College SGPS.

## F.  Admission Eligibility

In order to gain admittance to Elizabethtown College SGPS, ACM students must complete the following steps:

1.  Submit the appropriate online SGPS application: [Application Management (etown.edu)](Application Management (etown.edu))

2.  Submit official transcripts from all post-secondary institutions attended.

3.  Submit a current resume and a 1-2-page essay.  See [Undergraduate - Elizabethtown College (etown.edu)](Undergraduate - Elizabethtown College (etown.edu)) for specific admissions details.

The Elizabethtown College SGPS Office of Admissions will retain the final authority in all admission decisions and admission is granted on a first-come, first served basis for each start date.

For Elizabethtown College SGPS:

*Najiba Benabess*
Najiba Benabess (Jun 28, 2022 15:56 EDT)

Dr. Najiba Benabess
Dean – School of Graduate and Professional Studies

Date: Jun 28, 2022

*Elizabeth A. Rider*
Elizabeth Rider (Jun 28, 2022 16:09 EDT)

Dr. Elizabeth Rider
President

Date: Jun 28, 2022

For Allegany College of Maryland:

*Michaele Wood*

Dr. Miha Wood
Dean, Arts and Sciences

Date: Jun 21, 2022

*Cynthia Bambara*

Dr. Cynthia Bambara
President

Date: Jun 21, 2022

**Signature:** *David Woffington*
David Woffington (Jun 28, 2022 15:50 EDT)

**Email:** woffingtond@etown.edu

**Allegany College of Maryland
Associate of Science in Accounting
Degree**

**Elizabethtown College SGPS
Bachelor of Science in Business Administration
Degree**

The **AS in Accounting Degree** at Allegany College in Maryland (ACM) will satisfy requirements for the **BS in Accounting Degree** at Elizabethtown College School of Graduate and Professional Studies (SGPS). Note that these credit placements are specific to these majors as available through the SGPS. They differ slightly from the full-time day program.

Part-time students can complete this 100% online program by taking one or more courses every five weeks.

- 0-Level courses do not transfer to EC.
- ACM and EC have a memorandum of agreement. However, curricula are subject to change and students are responsible for meeting with your ACM advisor and/or the EC Admissions Coordinator.
- EC Admissions Coordinator contact information: admissions.SGPS@etown.edu or by dialing 717-361-1411.
- Website: www.etown.edu/sgps

**Suggested Plan of Study**

| ACM General Education Requirements | Elizabethtown College SGPS Fulfillment |
|---|---|
| COMP 101<br>Computer Literacy – 3 credits | |
| English 101 – 3 credits | |
| MATH 102<br>College Algebra – 3 credits | |
| BUAD 215<br>Financial Accounting – 3 credits | AC 1070 Business Financial Accounting |
| English Elective – 3 credits | |
| Humanities Elective – 3 credits | |
| MATH 200<br>Calculus for Applications or Elective – 3 credits | |
| Speech 101- 3 credits | |
| BUAD 207<br>Managerial Accounting – 3 credits | AC 1080 Managerial Accounting |
| ECON 201<br>Principles of Macroeconomics – 3 credits | EC 1000 Global Macroeconomics: Principles & Issues |
| Laboratory Science Elective – 4 credits | |
| Physical Activity – 1 credit | |
| Math 109 Probability and Statistics – 3 credits | MA 1510 Probability and Statistics |

| | |
|---|---|
| Laboratory Science Elective – 4 credits | |
| Social and Behavioral Science Elective – 3 credits | |
| Social and Behavioral Science Elective – 3 credits | |
| Elective – 3 credits | |
| **Total Credits = 51** | |
| **All courses apply towards the waived core requirement at Elizabethtown College SGPS.** | |

**Transfer Students with Earned Associate Degrees**

Students admitted to Elizabethtown College through the Office of Admissions with an earned associate degree, consisting of at least 40 corresponding general education credits, will be recognized as meeting all of the requirements of the Elizabethtown College Core Curriculum with full junior standing. The foregoing provision does not supersede curricular prerequisites or departmental program requirements established in the College catalog. Nor does it exclude the student from completing the Foundations for Accelerated Learning (FS1500) and the Core Program Capstone (IDC4900) requirement, or residency requirements, for completion of a bachelor's degree.

| ACM Major Requirement | Elizabethtown College SGPS Fulfillment |
|---|---|
| | |
| Major Requirement (3 credits)<br>    BUAD 216 Principles of Marketing | Major Requirement<br>    BA 2150 Principles of Marketing |
| Major Requirement (3 credits)<br>    BUAD 213 Principles of Management | Major Requirement<br>    BA 2650 Principles of Management |
| Major Requirement (3 credits)<br>    ECON 202 Principles of Microeconomics | Major Requirement<br>    EC 1020 Principles of Microeconomics |
| Total Credits: 9 | Total Credits: 9 |

**Allegany College of Maryland**
**Associate of Science in Business Administration Degree**

**Elizabethtown College SGPS**
**Bachelor of Science in Business Administration Degree**

The **AS in Business Administration Degree** at Allegany College in Maryland (ACM) will satisfy requirements for the **BS in Business Administration Degree** at Elizabethtown College School of Graduate and Professional Studies (SGPS). Note that these credit placements are specific to these majors as available through the SGPS. They differ slightly from the full-time day program.

Part-time students can complete this 100% online program by taking one or more courses every five weeks.

- 0-Level courses do not transfer to EC.
- ACM and EC have a memorandum of agreement. However, curricula are subject to change and students are responsible for meeting with your ACM advisor and/or the EC Admissions Coordinator.
- EC Admissions Coordinator contact information: admissions.SGPS@etown.edu or by dialing 717-361-1411.
- Website: www.etown.edu/sgps

**Suggested Plan of Study**

| ACM General Education Requirements | Elizabethtown College SGPS Fulfillment |
|---|---|
| BUAD 101 Introduction to Business – 3 credits | |
| COMP 101 Computer Literacy – 3 credits | |
| English 101 – 3 credits | |
| MATH 102 College Algebra – 3 credits | |
| BUAD 215 Financial Accounting – 3 credits | AC 1070 Business Financial Accounting |
| English Elective – 3 credits | |
| MATH 200 Calculus for Applications or Elective – 3 credits | |
| Speech 101- 3 credits | |
| BUAD 207 Managerial Accounting – 3 credits | AC 1080 Managerial Accounting |
| ECON 201 Principles of Macroeconomics – 3 credits | EC 1000 Global Macroeconomics: Principles & Issues |
| Laboratory Science Elective – 4 credits | |
| Physical Activity – 1 credit | |

| | |
|---|---|
| Math 109<br>Probability and Statistics – 3 credits | MA 1510 Probability & Statistics |
| Humanities Elective – 3 credits | |
| Laboratory Science Elective – 4 credits | |
| Social and Behavioral Science Elective – 3 credits | |
| **Total Credits = 48** | |
| **All courses apply towards the waived core requirement at Elizabethtown College SGPS.** | |

**Transfer Students with Earned Associate Degrees**

Students admitted to Elizabethtown College through the Office of Admissions with an earned associate degree, consisting of at least 40 corresponding general education credits, will be recognized as meeting all of the requirements of the Elizabethtown College Core Curriculum with full junior standing. The foregoing provision does not supersede curricular prerequisites or departmental program requirements established in the College catalog. Nor does it exclude the student from completing the Foundations for Accelerated Learning (FS1500) and the Core Program Capstone (IDC4900) requirement, or residency requirements, for completion of a bachelor's degree.

| ACM Major Requirement | Elizabethtown College SGPS Fulfillment |
|---|---|
| | |
| Major Requirement (3 credits)<br>    BUAD 216 Principles of Marketing | Major Requirement<br>    BA 2150 Principles of Marketing |
| Major Requirement (3 credits)<br>    BUAD 213 Principles of Management | Major Requirement<br>    BA 2650 Principles of Management |
| Major Requirement (3 credits)<br>    BUAD 210 Business Law | Major Requirement<br>    BA 3310 Business Law |
| Major Requirement (3 credits)<br>    ECON 202 Principles of Microeconomics | Major Requirement<br>    EC 1020 Principles of Microeconomics |
| Total Credits: 12 | Total Credits: 12 |

# Elizabethtown College MOU Agreement

Final Audit Report                                                    2022-06-28

| | |
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| Created: | 2022-06-16 |
| By: | Lynn Grimm (lgrimm@allegany.edu) |
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