

MINNESOTA STATE COLLEGES AND
UNIVERSITIES*
TRANSFER AGREEMENT
BETWEEN

Anoka Ramsey Community College
AND
Winona 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 **Anoka Ramsey Community College** 11200 Mississippi Blvd NW, Coon Rapids, MN 55433 (hereinafter sending institution), and **Winona State University** 175 West Mark Street, Winona, MN 55987 (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 a Human Resource Associate of Science Degree (hereinafter sending program), and the receiving institution has established a Human Resource Management Bachelor of Science Degree (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, including grade requirements for courses and an overall GPA requirement.

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 Transfer Table. For system institutions, once the courses are encoded, they will transfer as described in the "Transferology" audit.

Implementation and Review

- A. The Senior 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 Transfer Agreement is effective on 07/01/2021 and shall remain in effect until 07/01/2026 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 Transfer Agreement will be reviewed by both parties beginning 1/1/2026 (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 TRANSFER TABLE

Check if the sending program ___ or receiving program ___ is new.

	College (sending)	University (receiving)
Institution	Anoka Ramsey Community College	Winona State University
Program name	Human Resource Associate	Human Resource Management
Award Type (e.g., AS)	AS	BS
Credit Length	60 credits	60 credits 120 credits
CIP code (6-digit)	52.1001 Human Resources Management/Personnel Administration, General	
Describe program admission requirements (if any)		<p>Admission to Winona State University (WSU) College of business for B.S. majors and minors is required before students may enroll in 300-400 level classes.</p> <p>Admission requirements include:</p> <ol style="list-style-type: none"> 1. 30 or more earned credits at the time of application 2. Cumulative GPA of 2.5 3. Completion of the following WSU courses with a grade of "C" is required: ENG 111; CMST 191 OR 192; MATH 110/112/115/120/140/212; STAT 110/210 OR ECON 222; ACCT 211; ECON 201
Instructions		
<ul style="list-style-type: none"> • 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. • Equiv/Sub/Wav column: If a course is to be encoded as equivalent, enter Equiv. 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	Equiv Sub Wav
Minnesota Transfer Curriculum-General Education						
ENGL 1120 or ENGL 1121 College Writing and Critical Reading	1, 2	4	ENG 111 College Reading & Writing	1	4	Equiv
ECON 2206 Principles of Microeconomics	2, 5	3	ECON 201 Principles of Microeconomics	5	3	Equiv
ECON 2205 Principles of Macroeconomics	2,5	3	ECON 202 Principles of Macroeconomics	5 X	3	Equiv
MATH 1114 Introduction to Statistics	4	4	STAT 110 Fundamentals of Statistics	4	X 4	Equiv
MATH 1200 College Algebra	4	3	MATH 115 College Algebra	4	3	Equiv
Natural Science with lab	3	4	Natural Science with lab	3	4	
One additional General Education course from the following goal areas: 6, 7, 8, 9, 10. Additional elective credits from any Goal Areas 1-10		9	Additional General Education courses from remaining goal areas		9	
MnTC/General Education Total		30				

Special Notes, if any:

MnTC General Education total for WSU is 43 (MATH 114 is worth 4 credits at ARCC and 3 credits for STAT 110 at WSU) We encourage students to utilize courses that count in more than one goal area.

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						
BUS 2125 Financial Accounting		4	ACCT 211 Financial Accounting Principles		X 4	Equiv
BUS 2217 Employment Law		3	BUSA 351 Employment Law		3	Equiv
Successful completion of the 60-credit Human Resource A.S. degree will waive this course and accompanying writing flag requirement.			MGMT 317 Management of Human Resources		3	Waive
Unrestricted elective credits:						
BUS 1112 Computer Concepts & Applications		3	MIS 202 Microcomputers		3	Equiv
BUS 2244 Principles of Management		4	MGMT 315 Principles of Management		X 4	Equiv
BUS 1135 Payroll Accounting		2	General Elective Credit		2	
BUS 2010 Intro to HR		3	General Elective Credit		3	
BUS 2015 Benefits and Compensation		3	General Elective Credit		3	
BUS 2020 Employee Training and Dev		3	General Elective Credit		3	
BUS 2025 Labor Relations		3	General Elective Credit		3	
BUS 2030 Human Resource Info Systems		2	General Elective Credit		2	
Major, Emphasis, Unrestricted Electives Total		30	Total College Credits Applied (sum of sections A and B)		31 30 60	

SECTION C - Remaining University (receiving) Requirements

	course prefix, number and name	Credits
	Physical Education and Wellness (2cr) Development	2
	ACCT 212 Managerial Accounting	3
	BUSA 291 Legal Environment for Business	3
	MKTG 300 Principles of Marketing	3
	MGMT 417 Compensation & Benefits	3

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

	MGMT 407 Organization Development & Chg or MGMT 427 Human Resources Development	3
	MGMT 437 Labor Relations and Coll. Barg.	3
	MGMT 467 Staffing and Evaluation	3
	MGMT 497 Strategic Human Resource Management	3
	MGMT 325 Organizational Dynamics	3
	MGMT 334 Operations Management	3
	MGMT 495 Strategic Management	3
	MIS 362 Management Information Systems	3
	FIN 360 Corporate Finance	3
	Remaining HR elective choices: BUSA 321, BUSA 399, ECON 420, MGMT 337, MGMT 374, MGMT 377, MGMT 385, MGMT 457, MGMT 464, MGMT 477, MIS 342, MIS 462	6
	Goal 1 - CMST 191 Intro Public Speaking OR CMST 192 Intro to Speech Comm (Goal 1, 7)	3
	Additional general education courses from unfulfilled goal areas 3, 6, 5, 9, 10, 8	10
	University unrestricted elective credits not counted elsewhere (if none enter 0)	0
	Total Remaining University Credits²	60

Special Notes, if any:

Students are required to complete all 10 goal areas for a Bachelor's degree. The 9 credits of general education students take as listed in Section A do not need to be repeated in the courses reflected in Section C.

SECTION D - Summary of Total Program Credits			
College (sending) Credits		University (receiving) Requirements	
MnTC/General Education	30		
Major, Emphasis, Unrestricted Electives or Other	30		
Total College Credits	60	Total College Credits Applied	60
		Remaining credit to be taken at the university (receiving institution)	60
		Total Program Credits	120

Special Notes, if any:

² At least 40 of the required credits for the baccalaureate degree shall be at the upper-division level. If a lower division course is shown as equivalent to an upper division course, check with the university to determine if it will count toward the 40 required credits of upper division.

College	Name	Signature	Date
Interim VP of Academic and Student Affairs	Steve Crittenden		6/1/2021
Academic Dean	Scott Stankey		6/1/2021

University	Name	Signature	Date
Vice President of Academic Affairs	Darrell Newton	<i>Darrell Newton</i>	9/30/21
Academic Dean Title	Marianne Collins	<i>MK Collins</i>	6/7/21
DARS Encoder	Jami Koivisto	<i>Jami Koivisto</i>	9/21/21
Date when equivalencies were verified/encoded in degree audit by the receiving Minnesota State institution.			