

MINNESOTA STATE COLLEGES AND UNIVERSITIES* TRANSFER AGREEMENT BETWEEN	MINNEAPOLIS COMMUNITY AND TECHNICAL COLLEGE AND Metropolitan State University
<p>*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.</p>	

This Agreement is entered into between Minneapolis Community and Technical College (hereinafter sending institution), and (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 Services A.S.** (hereinafter sending program), and the receiving institution has established a **Human Services B.S.** (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 Chief 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 8/1/2021 and shall remain in effect until 8/1/2026 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 3/1/2026 (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	Minneapolis Community and Technical College	Metropolitan State University
Program name	Human Services	Human Services
Award Type (e.g., AS)	A.S.	B.S.
Credit Length	60	120
CIP code (6-digit)	44.0000	44.0000
Describe program admission requirements (if any)	None	Click or tap here to enter text.

Instructions

- 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						
ENGA 1110 or ENGL 1110 College Composition	1	3	WRIT 131: Writing I	1	3	Equiv.
ENGL 1111 Research and Composition for Change	1	3	WRIT 231: Writing II	1	3	Equiv.
SOCI 2115 Family Violence	5,7	3	Electives MnTC Goal 5 & 7	5,7	3	Elect.

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

SECTION A Continued- Minnesota Transfer Curriculum-General Education						
College (sending)			University (receiving)			
course prefix, number, and name	Goal(s) ²	Credits	course prefix, number, and name	Goal(s) ¹	Credits Applied	Equiv Sub. Wav.
*Recommended:						
PSYC 1110: General Psychology	5	3	PSYC 100 General Psychology	5	3	Equiv.
and SOC 1105: Introduction to Sociology	5,7	3	SOC 101: Introduction to Sociology	5,7	3	Equiv.
**MnTC Goal Areas 2-10	Varies	15	MnTC Electives	1-10	15	1-10
MnTC/General Education Total		30				
Special Notes, if any:						
*Take at least 3 credits from MnTC Goal Areas 7, 8, 9 or 10, SOCI 1105 satisfies this MnTC Goal requirement. *PSYC 1110 is not required for the A.S. degree but is required for this agreement since it is equivalent to PSYC 100, a Human Services B.S. prerequisite. *SOCI is not required for the A.S. but is required for this agreement and is an equivalent to SOC 101 at Metropolitan State. **To complete the A.S. degree in Human Services, students are required to successfully complete 30 credits of MnTC coursework across 6 of the 10 MnTC Goal Areas.						
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). <u>Restricted electives (in Major)</u> 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						
HSER 1001 Introduction to Human Services, Social Work and Career Assessment		4	HSER 355: Introduction to Human Services: History and Trends		4	Equiv.
HSER 1002: Multicultural Aspects of Human Services		3	Elective		3	Click or tap here to enter text.
HSER 1004: Fundamentals of Communication and Interviewing.		3	HSER 346: Counseling and Interviewing Skills		4	Equiv.
HSER 1105: Promoting System Change		2	Elective		2	Elective
HSER 2001: Introduction to Group Skills		3	HSER 348: Group Counseling		3	Equiv.
HSER 2002: Case Management Skills		4	HSER 353: Human Services Case Planning and Methods		4	Equiv.
HSER 2003: Internship Assessment and Preparation		1	Elective		1	Elective
HSER 2004 Internship		6	HSER 350I: HSER Internship		6	Elective
OR *HSER 2006 Internship for Community Health Worker		4	Elective		4	Elective
HSER 2005: Internship Seminar		1	HSER 320: Human Services Pre-Practicum Group Seminar		1	Elective
Restricted Electives:						
Human Services Electives: Choose 3 credits of coursework from the following list:			Elective			
CMHW 1025: Community Health Worker's Role in Teaching and Capacity Building		2	Elective		3	
CMHW 1035: The Community Health Worker: Legal and Ethical Responsibilities		1	Elective			
CMHW 1045: Community Health Worker: Coordination, Documentation and Reporting		1	Elective			
CMHW 1055: Communications Skills and Cultural Competence		2	Elective			
COUN 1500: Drugs in the Community		3	HSCD 100 Use of Addictive Drugs: An Introduction (3 cr.)			Equiv.

² MnTC goal areas transfer to the receiving MnSCU college/university according to the goal areas designated by the sending college/university

SECTION B – Continued-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			
HSER 1051: Current Issues in Human Services	1	Elective	
HSER 1052: Current Issues in Human Services	2	Elective	
HSER 1110: Working with Youth	2	Elective	
HSER 1111: Using Personality Types in Human Services	2	Elective	
HSER 1115: Self-Care and Wellness for Helping Professionals	2	Elective	
Unrestricted Electives	0-2	College's unrestricted elective credits accepted in transfer (if none enter 0)	0-2
Major, Emphasis, Unrestricted Electives Total	30	Total College Credits Applied (sum of sections A and B)	60

Special Notes if any: * Students who took CMHW 1001 and CMHW 1016 should take HSER 2006 to meet the required six credits of internship. **Students who take the HSER 1004 do not need to take any restricted electives.

SECTION C - Remaining University (receiving) Requirements

	course prefix, number and name	Credits
	Complete GELS (General Education/Liberal Studies- must complete at least 48 credits: <ul style="list-style-type: none"> MnTC from Section A= 30 credits. 18 credits remain, which must include: Liberal Studies (LS) Requirement = 8 upper division credits. <u>This requirement can be met by taking LS designated courses from the Competency Areas List below.</u> Complete the Racial Issues Graduation Requirement (RIGR). <u>This is met by completing HSER 395 as a Core Course (below).</u> <p>Note: The numbers here are estimates; the actual number will depend on the individual student and their course selections. Please work with your advisor to ensure proper GELS course selections.</p>	8-19
	Required Core Courses- 25 Credits	
	HSER 002 Background Check Workshop	0
	HSCD 300: Introduction to Substance Use Disorders	4
	HSER 351: Crisis Intervention/Caring for Trauma Through Life course	4
	HSER 395: Intersection of Race and Diversity in Human Services (4 cr.)	4
	HSER 455 Human Services Capstone Seminar (4 cr.)	4
	Practica: <i>Experiential (practica) learning opportunities are an essential component of the human services degree program. Thus, every student is required to complete a practicum experience.</i>	
	HSER 331: Human Services Group Practicum and Seminar (4 cr.)	4
	HSER 320: Human Services Pre-Practicum Group Seminar (1 cr.)	1
	Research Requirement: Choose One. HAS 369: Program Evaluation Or HSER 368 Understanding and Using Research for the Practitioner	4

	<p>Specialty Areas/Electives: Select any four courses (16 credits) Five courses in a single concentration comprises a minor int that area. <i>All courses are 4 credits.</i></p>	16
	<p>Aging Studies/Gerontology: HSG 374: Aging in America: A Personal Challenge HSG 376 Mental Health and Aging HSG 377: Physical Health and Aging HSG 380: Aging: Planning and Policy Making HSG 383: Selected Topics in Gerontology HSG 384: Civic Engagement in Later Lifer</p>	
	<p>Violence Prevention and Intervention: HSVP 300: Violence: Origins and Explanations (Goal 5 and LS) HSVP 301: Violence: Individual, Community and Global Responses (Goal 5 and LS) HSVP 302: Advocacy in Violence Prevention HSVP 307: Gender Violence in Global Perspective (Goal 7 and LS) HSVP 308 Family Violence Across the Lifespan HSVP 309 Violence and Disability</p>	
	<p>Family Studies: HSCD 301: Substance Use and the Family HSFS 343: The Family: A Social/Psychological Exploration HSER 352: Family Counseling HSFS 338: Family: Racial, Gender and Class Dimensions (Goal 5 and LS) HSFS 339: Issues and Actions in Family Policy (Goal 5 and LS) HSFS 341: Work and Family HSFS 342: Children in U.S. Society HSVP 308: Family Violence Across the Lifespan</p>	
	<p>Disability Studies: HSER 303: Disability Awareness HSDS 304: Introduction to Disabilities HSDS 305: Disability Rights: History and Trends HSDS 306: Community Resources and Services for Persons with Disabilities HSDS 307: Blind, Deaf Blind, and Deaf Culture, History and Resources HSDS 308: Aging and Disabilities HSDS 399: The Disability Experience inf Television and Film HSVP 309: Violence and Disability</p>	
	<p>Leadership and Administration: HSA 362: Human Services Administration HSA 363: Program Planning, Budgeting, Proposal Writing and Funding HSA 370: Supervision in Human Services HSTD 389: Organizational Development and Change HSTD 390: Conflict Resolution HSTD 393: Organizational Training and Staff Development</p>	
	<p>Other specialty area classes that count toward the major: HSER 325: Working with/in Community HSER 350: Issues in Adolescent Counseling HSER 354: Ethical Issues in Human Services HSER 415: Spirituality and Helping</p>	
	<p>Additional University unrestricted elective credits not counted elsewhere (if none enter 0) to bring total credits earned to 120.</p>	0-10
	<p>Total Remaining University Credits²</p>	60
<p>Special Notes, If any: 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. In addition, some courses in your program of study may require additional prerequisites. GELS Requirement: To meet the university's General Education and Liberal Studies (GELS) requirement, students must:</p> <ul style="list-style-type: none"> Complete 48 unduplicated GELS credits: 		

- MnTC Transfer Curriculum (MnTC) for 40 credits, and
- Eight (8) upper-division semester credits (300-level or higher) to fulfill the university's Liberal Studies requirement.
- Students have completed the Minnesota Transfer Curriculum and Liberal Studies requirements may still need additional credits to bring the total to 48 unduplicated credits.

The actual number of credits needed to complete the MnTC depends upon:

- The number of required General Education/MnTC credits in your program at Minneapolis College (listed in Section A)
- A college's distribution requirements within the MnTC. All Minnesota State institutions require 40 credits in 10 goal areas, but colleges have different requirements as to how credits are distributed within the goal areas. E.g., Metro. State requires two writing courses for Goal 1 (6 credits), the sending institution may require two writing courses plus a communications course (9 credits) in Goal 1.
- When MnTC electives are listed (e.g., no specific course is named), the number of goal areas a course meets will determine the number of courses you may need to take to fulfill the MnTC requirements, i.e. it's better to choose courses meeting more than one goal area.
- May need to include upper-division credits in order to fulfill the 40-credit upper division requirement for graduation (see footnote)

Consult Academic Advisor at either the sending or receiving institution to plan the completion of the MnTC requirement.

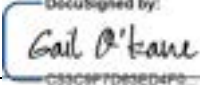
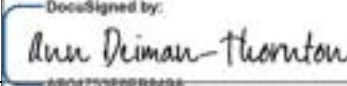




1. Liberal Studies: All students must complete eight (8) upper-division semester credits (300-level or higher) from the approved GELS Course list. Liberal Studies courses may over-lap with one or two goal areas.
2. "RIGR Requirement: Metropolitan State University's Racial Issues Graduation Requirement (RIGR) becomes effective for all new undergraduate students admitted Fall 2016 or later. The requirement is at least one learning experience (minimum of 3 credits) with significant focus on race and racism. Approved "racial issues" courses or other learning experiences are designated in the online class schedule and can overlap with any other requirement for graduation, including General Education/Minnesota Transfer Curriculum (MnTC) requirements, Liberal Studies requirements, major requirements, and electives. Upon review, an approved prior learning, independent study, theory seminar or transfer course from an accredited institution may also be used to meet the graduation requirement.

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
Vice President of Academic Affairs	Gail O'Kane		Click or tap to enter a date.
Academic Dean	Ann Deiman-Thornton		Click or tap to enter a date.
Faculty	Trina Givens-Henry		10/22/2021
University	Name	Signature	Date
Metropolitan State University Provost	Amy Gort		Click or tap to enter a date.
Metropolitan State University Academic Dean	Ajay Panicker		Click or tap to enter a date.
Metropolitan State University Department Chairperson	Roberta Gibbons		4/29/2022
DARS Encoder	Click or tap here to enter text.		Click or tap to enter a date.
Date when equivalencies were verified/encoded in DARS by the receiving MnSCU institution.			

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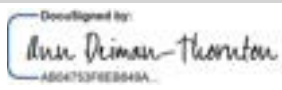
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