

**MINNESOTA STATE COLLEGES AND  
UNIVERSITIES\*  
TRANSFER AGREEMENT  
BETWEEN**

**North Hennepin Community College  
AND  
METROPOLITAN 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 North Hennepin Community College (hereinafter sending institution), and Metropolitan State University, 700 East 7<sup>th</sup> Street, St. Paul, MN 55106 (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(n) 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 07-01-2021 and shall remain in effect until 01-01-2026 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 01-01-2026 (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)	Metropolitan State University (receiving)
Institution	North Hennepin Community College	Metropolitan State University
Program name	Human Services	Human Services
Award Type (e.g., AS)	AS	BS
Credit Length	60	120
CIP code (6-digit)	51.2207	44.0000
Describe program admission requirements (if any)		

### 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)			Metropolitan State University (receiving)			
course prefix, number and name	Goal(s)	Cr	course prefix, number and name	Goal(s)	Credits Applied	Equiv Sub Wav
Minnesota Transfer Curriculum (MnTC)-General Education						
ENGL 1200 Gateway College Writing OR ENGL 1201 College Writing I	1	4	MnTC Goal 1 Elective	1	4	
ENGL 1202 College Writing II	1	2	MnTC Goal 1 Elective	1	2	
COMM 1310 Intercultural Communication	1	3	COMM 233-Introduction to Intercultural Communication	1	3	E
PSYC 1160 Intro to Psychology	5	4	PSYC 100 General Psychology	5	4	E
PHIL 1220 Healthcare Ethics	2	3	MnTC Goal 2 Elective	2	3	
BIOL 1130 Human Biology w Lab	3	4	MnTC Goal 3 Elective	3	4	
SOC 1104 Intro to Sociology	5,7	3	SOC 101-General Psychology	4	3	E
MnTC Electives Goals 4,6,10	4,6,10	7	MnTC ELECTIVES Goals 4,6,10	4,6,10	7	
<b>MnTC/General Education Total</b>		<b>30</b>				

#### Special Notes, if any:

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

### 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: "Choose 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 1100 – Intro to Human Services	3	HSER 355 Intro to Human Services	3	E
HSER 1200 – Multicultural Awareness in Human Services	3	Elective	3	
HSER 1300 - Crisis Assessment and Intervention	3	HSER 351 Crisis Intervention and Trauma through the Lifespan	3	E
HSER 1400 - Basic Counseling Skills	3	HSER 346 Counseling and Interviewing Skills	3	E
HSER 1500 Group Processes	3	HSER 348 Group Counseling	3	E
HSER 1600 Loss and Grief	2	Elective	2	
HSER 1700 Family Functions and Interactions	3	HSFS 343 – The Family: a Social/Psychological Exploration	3	E
HSER 2100 Human Services Seminar	1	Elective	1	
HSER 2101 Internship	6	Elective	6	
Restricted Elective Credits HSER 1800-Mental Disorders through the Lifespan OR HSER 1900 Current HSER Topics	3	Elective	3	
<b>Major, Emphasis, Unrestricted Electives Total</b>	<b>30</b>	<b>Total College Credits Applied (sum of sections A and B)</b>	<b>60</b>	

Special Notes, if any:

### SECTION C - Remaining Metropolitan State University (receiving) Requirements<sup>1</sup> (based on students taking the "recommended" courses, if any, in Sections A and B)

course prefix, number and name	Credits
Complete GELS (General Education-GE/Liberal Studies-LS) <sup>2,3</sup> These credits may overlap with requirements for degree	8
Completion of the Racial Issues Graduation Requirement <sup>4</sup> is fulfilled by HSER 395, required for the degree.	
<b>CORE REQUIREMENTS</b>	<b>25</b>
	<b>Total</b>
HSER 353- Social Casework Methods (4)	4
HSER 395-Human Services and Diversity (4) <sup>4</sup>	4
HSER 455-Capstone Seminar in Human Services (4)	4
HSCD 300-Chemical Dependency Concepts	4
<b>Practicum</b>	<b>5</b>
HSER 320-Pre-practicum Group Seminar (1)	
HSER 331-Group Practicum and Seminar (4)	
<b>Research Requirement-choose one</b>	<b>4</b>
HSA 369 Program Evaluation OR HSER 368 Understanding Research for the Practitioner	
<b>Specialty Areas-Select any five courses from the following</b>	<b>16</b>
	<b>total</b>
<b>Gerontology/Aging Studies</b>	
HSG 374 Aging in America: A Personal Guide	
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 Life	
<b>Violence Prevention</b>	
HSVP 300 Violence: Origins & Explanations	
HSVP 301 Violence: Individual & Global Responses	

	HSVP 302 Advocacy in Violence Prevention HSVP 307 Gender Violence in Global Perspective HSVP 308 Family Violence Across the Lifespan HSVP 309 Violence and Disability	
	<b>Family Studies</b> HSER 352 Family Counseling HSFS 338 The Family: Racial, Gender & Class Dimension HSFS 339 Issues & Actions in Family Policy HSFS 341 Work and Family HSFS 342 Children in US Society HSVP 308 Family Violence Across the Lifespan HSCD 301 Chemical Dependency and the Family	
	<b>Disability Studies</b> HSER 303 Disability Awareness HSDS 304 Introduction to Disabilities HSDS 305 Disability Rights and Current Trends HSDS 306 Community Resources and Services for Persons with Disabilities HSDS 307 Blind, Deaf/blind, and Deaf History, Culture and Resources HSDS 308 Aging and Disabilities HSDS 399 The Disability Experience in Television and Film HSVP 309 Violence and Disability	
	<b>Leadership and Administration</b> HSA 311 Leadership in Human Services HSA 362 Human Services Administration HSA 363 Program Planning, Budgeting and proposal writing HAS 370 Supervision in Human Services HAS 390 Conflict Resolution HSTD 389 Organizational Development and Change HSTD 393 Training Design and Adult Development	
	<b>Other classes that fulfill specialty area requirements</b> HSER 325-Working within Community HSER 350 – Issues in adolescent counseling HSER 415- Spirituality and Helping	
	<b>Total credits needed to earn degree</b>	<b>41</b>
	University unrestricted elective credits not counted elsewhere (if none enter 0)	0
	<b>Total Remaining University Credits</b>	<b>60</b>

**Special Notes, if any:**

<sup>1</sup>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, the course will not count toward the 40 required credits of upper division.

In addition, some courses in your program of study may require additional prerequisites.

The Gender Studies Major at Metropolitan State is optimized for double-majoring with English, Ethnic Studies, History, or Social Science.

<sup>2</sup>GELS Requirement: To meet the university's General Education and Liberal Studies (GELS) requirement, students must:

- Complete 48 unduplicated GELS credits
  - Minnesota 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 who have completed the Minnesota Transfer Curriculum (MnTC) 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 the community/technical college (listed in Section A)
- A college's distribution requirements within the MnTC—all MinnState institutions require 40 credits in 10 Goal Areas, but colleges have different requirements as to how the 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 (i.e., 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 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.

Consult an academic advisor (at either the sending or receiving institution) to plan the completion of the MnTC requirement.

<sup>3</sup>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 overlap with one or two goal areas.

<sup>4</sup>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 other accredited institutions may also be used to meet this graduation requirement.

### SECTION D - Summary of Total Program Credits

College (sending) Credits		Metropolitan State University (receiving) Requirements	
MnTC/General Education	30		
Major, Emphasis, Unrestricted Electives or Other	30		
<b>Total College Credits</b>	<b>60</b>	<b>Total College Credits Applied</b>	<b>60</b>
		<b>Remaining credit to be taken at the university (receiving institution)</b>	<b>60</b>
		<b>Total Program Credits</b>	<b>120</b>
<b>Special Notes, if any:</b>			

College	Name	Signature	Date
Chief Academic Officer	Jesse Mason	<i>Jesse Mason</i>	4/15/2021
Program Dean (Optional)	Julla Ugorji	<i>Julia Ugorji</i>	4/1/2021
Faculty (Optional)	Amy Harms Hoad	<i>A Harms Hoad</i>	4/5/21
Metropolitan State University	Name	Signature	Date
Chief Academic Officer	Amy Gort	<i>Amy Gort</i>	4/1/21
Dean	Ajay Panicker	<i>Ajay Panicker</i>	3/31/2021
Dept. Chair/Faculty	Roberta Gibbons	<i>Roberta Gibbons</i>	2/5/21
Credentials Evaluator DARS encoder			
Date when equivalencies were encoded in DARS by the receiving Minnesota State institution.			