

**LETTER OF ARTICULATION BETWEEN
THE BOROUGH OF MANHATTAN COMMUNITY COLLEGE, CITY UNIVERSITY OF NEW YORK
AND
YORK COLLEGE, CITY UNIVERSITY OF NEW YORK**

Agreement initiated by: Borough of Manhattan Community College

Sending College: Borough of Manhattan Community College
Department: Business Management
Program: Business Administration
Degree: A.A.

Receiving College: York College
Department: Accounting and Business
Program: Business Administration
Degree: B.S.

PURPOSE

York College and Borough of Manhattan Community College (BMCC) hereby enter into this agreement to facilitate an opportunity for students who wish to transfer from BMCC's Associate of Arts degree in Business Administration to York College's Bachelor of Science degree in Business Administration. This agreement specifies the conditions and requirements necessary for BMCC students to transfer to York College with no loss of credit.

CHANGES

Neither party may change this agreement unilaterally. Proposed changes in policies or curricula by either party must be communicated in writing to the other party and agreed upon in consultation with relevant officials of each institution. Any changes agreed upon must be signed, dated, and attached to this agreement.

NOTICE OF CANCELLATION

Either party may independently cancel this agreement by notifying the other party no less than one academic year before the intended date of cancellation.

ADMISSION REQUIREMENTS

All students transferring from BMCC's Business Administration program to York College's Business Administration program must meet the following general requirements:

- 1) Students must have a cumulative grade point average of at least 2.0 on a 4.0 scale.
- 2) York College will accept transfer credits only, not course grades.
- 3) Except for students entering with an Associates Degree, all courses must be completed with a grade of "C" or higher to be accepted as transfer.
- 4) At least 60 semester credits will be accepted towards the York College B.S. degree in Business Administration.
- 5) Students eligible for transfer to York College under this agreement must have met at least the minimum requirements for admission to BMCC, including a U.S. high school diploma.
- 6) During the period of this agreement, both institutions agree:
 - a) To monitor the academic performance of BMCC students who wish to matriculate at York College under this agreement, identify problems, and work cooperatively to ensure smooth transfer with minimal academic disruption.
 - b) To notify each other concerning any contemplated curricular changes, which would affect the future of this agreement.

Total transfer credits granted toward baccalaureate degree: 61

Total additional Credits required at the senior college level to complete degree: 59

**Business Administration Program at Borough of Manhattan Community College
Course Equivalency Listing for York College Business Administration Degree**

COURSE TO COURSE EQUIVALENCIES AND TRANSFER CREDIT AWARDED						
BOROUGH OF MANHATTAN COMMUNITY COLLEGE			YORK COLLEGE EQUIVALENT			Transfer Credit Granted
General Requirements (45 Credits)			General Education Requirements* (42-52 Credits)			
Course	Description	Cr	Course	Description	Cr	
ENG 101	English Composition I	3	<p><i>*Students with an A.A., A.S. or A.A.S. degree from a CUNY or SUNY community college, with the exception of students in the Nursing Program, will have fulfilled the General Education Requirements except for Writing 301, 302 or 303. Students may still have to take some courses included in the G.E.R. if they are required by their major, or they are prerequisites for other courses.</i></p> <p>All Business Majors must include Mathematics 115 towards fulfillment of General Education or Degree Requirements. This course must be completed at York College</p> <p align="center">ADDITIONAL YORK GER:</p>			45
ENG 201	English Composition II	3				
HED 100	Health Education	2				
MAT 200 OR MAT 206	Introduction to Discrete Mathematics OR Mathematical Foundations of Calculus	4				
SPE 100	Fundamentals of Speech	3				
XXX XXX	Music or Art	2				
XXX XXX	Liberal Arts Electives	21				
SCIENCE XXX XXX	General Astrology (AST 110), General Biology (BIO 110), General Chemistry (CHE 110), General Physics (PHY 110)	4				
ECO 201 or ECO 202	Macroeconomics or Microeconomics	3	WRIT 301, 302, or 303	Choose one: Research and Writing Course	3	0
Total BMCC General Requirements Credits		45	MATH 115	Quantitative Methods for Decision Making	4	0
			Total General Education Credits Transferred			45
			Total Additional GER Credits To Be Taken At York			7
BOROUGH OF MANHATTAN COMMUNITY COLLEGE			YORK COLLEGE EQUIVALENT			Cr Granted
Curriculum Requirements			Major Requirements			
Course	Description	Cr	Course	Description	Cr	
BUS 104	Introduction to Business	3	XXX XXX	General Education Elective	3	3 Elect Cr
BUS 110	Business Law	3	BUS 283	Business Law I	3	3
ACC 1XX	Accounting Elective (ACC 122)	4	ACC 101	Accounting I	4	4
MAR 100	Introduction to Marketing	3	MKT 341	Introduction to Marketing	3	3**
CIS 100 OR CIS 200	Intro to Computer Applications Intro to Information Systems	3	BUS 201	Computer Applications in Business (Concentration Credit)	3	3
Total Curriculum Requirements		16	Total Curriculum Credits Transferred to Major			13
			Total Curriculum Credits Transferred as Electives			3
MAXIMUM BMCC CREDITS TRANSFERRED INTO YORK from CURRICULUM MAJOR & ELECTIVES						16
TOTAL NUMBER OF BMCC CREDITS TRANSFERRED TO YORK COLLEGE						61
TOTAL ADDITIONAL UPPER DIVISION CREDITS TO BE COMPLETED AT YORK COLLEGE						59

* The York College Core (42-51 credits) is waived for transfer students with an A.S. in the Business Administration major.

** Student may be able to receive transfer credit, pending the selection of an Area of Concentration.

**YORK COLLEGE UPPER DIVISION COURSES REMAINING FOR
BACCALAUREATE DEGREE IN BUSINESS ADMINISTRATION (48-54 CREDITS)**

1. YORK COLLEGE CO-OP REQUIREMENTS (4 CREDITS)			
Course	Description	Cr	Cr Granted
COOP 101	Co-Op Orientation	1	0
COOP 111	Work Experience and Seminar I	3	0
Total Co-Op Credits Granted			0
Total Additional Co-op Requirements Needed			4

2. BUSINESS MAJOR REQUIREMENTS (35 CREDITS)						
BOROUGH OF MANHATTAN COMMUNITY COLLEGE			YORK COLLEGE REQUIREMENT			Cr Granted
Course	Description	Cr	Course	Description	Cr	
ACC 122	Principles of Accounting I	4	ACC 101	Accounting I	4	4
			ACC 102	Accounting II	4	
BUS 110	Business Law	3	BUS 283	Business Law I	3	3
			BUS 301	Management Theory and Practice	3	
			BUS 311	Personnel Management	3	
			BUS 321	Business Finance	3	
			BUS 348	Production/ Operations Management	3	
			BUS 341	Business Policy	3	
			ECON 102	Elementary Economic Analysis II	3	
			ECON 220	Introduction to Economic Statistics	3	
MAR 100	Introduction to Marketing	3	MKT 341	Introduction to Marketing	3	3
Total Major Requirements Transferred to York College						10
Additional Major Requirements To Be Completed At York College						25

3. YORK COLLEGE AREAS OF CONCENTRATION: Three Courses (9-10 credits) chosen from area 1, 2, 3 OR Five courses (15 credits) chosen from area 4 OR four courses (12 Credits) chosen from area 5. (9 – 15 CREDITS)					Cr Granted				
BOROUGH OF MANHATTAN COMMUNITY COLLEGE			YORK COLLEGE EQUIVALENT						
Course	Description	Cr	Course	Description	Cr				
<i>No BMCC Course Equivalencies Exist. Requirement(s) will be completed at York College.</i>			1. Management & Human Resources (3 Courses 9-10 Credits)						
			BUS 312	Staff Supervision and Employee Relations	3				
			BUS 315	Health Care Management	3				
			BUS 349	Small Business Management	3				
			BUS 361	Economics of Trade Unions and Collective Bargaining in the United States	3				
			ECON 361	Wage and Salary Administration	3				
			MKT 351	Sales Management	3				
			PSY 251	Management and Organizational Behavior	3				
			PSY 253	Managerial and Personnel Psychology	3				
			SOC 238	Industrial Sociology	3				
			2. Finance and International Business (3 Courses 9-10 Credits)						
			ACC 345	Cost Accounting I	3				
			BUS 302	Introduction to International Business	3				
			BUS 322	Investment and Security Analysis	3				
			BUS324	International Financial Markets	3				
			BUS325	Introduction to Mortgage Banking	3				
			BUS 402	Management Information Systems	3				
			ECON 311	Money and Banking	3				
			ECON 340	International Economics	3				
			ECON 420	Advanced Statistics	3				
			MKT 346	International Marketing	3				
			3. Computer Applications in Business(3 Courses 9-10 Credits)						
			ACC 210	Computer Applications in Accounting	3				
			CIS 100 or CIS 200	Intro to Computer Applications Intro to Information Systems	3	BUS 201	Computer Applications in Business	3	3

SECTION B

<i>No BMCC Course Equivalencies Exist. Requirement(s) will be completed at York College.</i>	BUS 303	Office Information Systems	3	
	CS 497	Advanced Topics in CIS Management	3	
	MATH 190	Computers in Modern Society	4	
	<i>Choose one course from the following:</i>			
	BUS 202	Intro. to Management Information Systems	3	
	BUS 402	Management Information Systems	3	
	4. Mortgage Finance Specialization (5 Courses 15 Credits)			
	BUS 325	Introduction to Mortgage Banking	3	
	BUS 326	Computer Apps. In Mortgage Finance	3	
	BUS 328	Fair Housing and Fair Lending Laws	3	
	ECON 311	Money and Banking	3	
	<i>Choose one course from the following:</i>			
	BUS 426	Lending Programs and Affordable Housing	3	
	ECON 333	Urban Economics	3	
	5. Aviation Management (4 Courses 12 Credits)			
	BUS 230	Introduction to the Aviation Business	3	
	BUS 235	Airport Planning and Management	3	
	BUS 330	Aviation Operations	3	
MKT 353	Aviation Marketing and Economics	3		
Total Concentration Area Credits Transferred If Area #3 Is Chosen			3	
Total Additional Concentration Area Credits Needed			6-15	
Total Additional GER Credits Needed			7	
Total Additional Business Co-op and Major Requirement Credits Needed			29	
Additional Elective Credits Needed to Accumulate 120 Credits for B.S.			8-17	
Total Number of Credits needed to earn a Bachelor of Science degree from York College			59	

1. All Business Majors must include Mathematics 115 and Economics 101 towards fulfillment of General Education or Degree Requirements.
2. At least 15 credits in Major Requirement must be taken at York College.
3. 60 credits in Liberal Arts required.

Students who select either Mortgage Finance Specialization or Aviation Management as an area of concentration will need to complete an additional 3 – 6 credits at York College.

York College agrees to accept into the Bachelor of Science degree program in Business Administration students from the Borough of Manhattan Community College who successfully complete the Business Administration curriculum described in Section B, thereby receiving an Associate of Arts degree. Successful completion of the Business Administration curriculum at Borough of Manhattan Community College includes attainment of at least a 2.0 overall grade-point average.

Borough of Manhattan Community College and York College agree to notify each other if curriculum requirements, course numbers, content or catalog descriptions change. Furthermore, the parties involved understand that any change in curriculum requirements, course number, and content or catalog description may require modification to this agreement.

It is also understood that the Department of Business Management at Borough of Manhattan Community College will identify students who wish to participate in the articulation, and will recommend the Business Administration program at York College to those who successfully complete the Business Administration curriculum.

Effective: January 1, 2009