



**MEMORANDUM OF UNDERSTANDING  
TRANSFER ARTICULATION**

**OZARKA COLLEGE  
AND  
ARKANSAS STATE UNIVERSITY-JONESBORO**

**Associate of Science in Business**

**and**

**Bachelor of Science in Education in Business Technology**

This Memorandum of Understanding ("Agreement"), entered into on \_\_\_ of November, 2017, ("Effective Date") by and between Arkansas State University-Jonesboro (hereinafter, "ASUJ"), located at 2105 Aggie Road, Jonesboro, Arkansas 72401, and Ozarka College (hereinafter "OC"), located at 218 College Drive, Melbourne, Arkansas 72556.

**PURPOSE**

The purpose of this Agreement is to facilitate the transfer and degree completion of students earning the Associate of Science in Business at OC to the Bachelor of Science in Education in Business Technology. Through collaborative efforts, ASUJ and OC will provide clarity regarding the degree requirements herein, and afford students the opportunity to earn a high-quality degree from both institutions in the most efficient manner possible.

**AGREEMENT**

It is agreed that any student who has earned the Associate of Science in Business at OC will be admitted to the Bachelor of Science in Education in Business Technology at ASUJ with full junior classification, subject to the provisions listed below.

## **ADMISSION REQUIREMENTS**

- A. The student must complete the requirements necessary for general admission to ASUJ as well as specific admission to the ASUJ Bachelor of Science in Education in Business Technology program.
- B. The student will have earned the Associate of Science in Business at OC.
- C. Degree program admission requirements for students who transfer pursuant to this Agreement will be determined in the same manner as if their initial enrollment had been at ASUJ.

## **TRANSFER OF CREDITS**

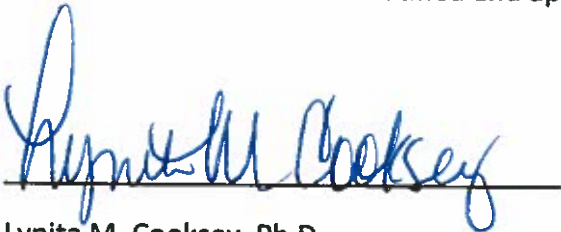
- A. Course requirements for this Agreement are displayed on the following attachments (see Appendix A).
- B. A transfer student who has not completed all of the courses specified within the Associate of Science in Business degree plan at OC, before entering ASUJ, must work with an academic advisor to ensure timely completion of degree program requirements.
- C. Current and updated copies of catalogs/curricular requirements for the ASUJ Bachelor of Science in Education in Business Technology program will be available to OC online.
- D. Remedial course grades will not be computed in the cumulative GPA for purposes of admission to ASUJ.
- E. Calculation of overall GPA for purposes of graduation and awarding of honors is left to the discretion of ASUJ.

## **IMPLEMENTATION AND REVIEW**

- A. The Chief Academic Officers at each institution will implement the terms of this Agreement, including incorporation of any mutually agreed upon changes into subsequent revisions of this Agreement, assuring compliance with system policy, procedure and guidelines.
- B. This Agreement will be reviewed on an annual basis. Both ASUJ and OC agree to notify one another in a timely manner of any curriculum changes that would significantly impact the nature of this Agreement.
- C. ASUJ and OC will work together cooperatively, in the best interest of affected students, to resolve any issues related to the transfer of courses should changes to either degree program occur while the Agreement is in effect.
- D. Students will be subject to the terms and conditions of this Agreement in accordance with their academic year of entry at OC. A student may opt for a subsequent revision of this Agreement, but must meet all of the requirements specified therein.
- E. ASUJ and OC will make every effort to inform students of this Agreement. This may include, but is not limited to, inclusion within each institution's website, published catalog, recruitment publications, media announcements, social media engagement, and in-person information sessions.

**MISCELLANEOUS**

- A. This Agreement is effective upon execution and shall remain in effect even if persons, positions, and/or titles change.
- B. This Agreement may be terminated by either party with at least 90 calendar days written notice.
- C. In the event that the Agreement is terminated, no new students will be admitted to the program; however, all students who have already been admitted to ASUJ, in accordance with the terms of this Agreement, will be allowed to complete their approved course of study under the terms contained therein.
- D. This agreement shall become effective at the time that the Arkansas Department of Higher Education has been notified and approval has been granted.



Lynita M. Cooksey, Ph.D.  
Provost and Vice Chancellor for Academic  
Affairs and Research  
Arkansas State University-Jonesboro

11/13/17  
Date



Keith McClanahan, Ed.D.  
Provost and Executive Vice President of  
Learning  
Ozarka College

Nov 9, 2017  
Date

## Appendix A:

### Course equivalencies between Ozarka College and Arkansas State University – Jonesboro

<b>OC Courses</b>	<b>ASUJ Courses</b>
<b>English Composition</b> ENGL 1013 Composition I ENGL 1023 Composition II COMM 1313 Communications	ENG 1003 Composition I ENG 1013 Composition II COMS 1203 Oral Communication
<b>Mathematics</b> MATH 1203 College Algebra MATH 2143 Business Calculus	MATH 1023 College Algebra MATH 2143 Business Calculus
<b>Lab Science</b> BIOL 1004 General Biology & Lab	BIOL 1003/1001 Biological Science/Lab
<b>Physical Sciences</b> PHSC 1004 Physical Science & Lab	PHSC 1203/1201 Physical Science/Lab
<b>U.S. History/Government</b> HIST 2003 American History I OR HIST 2013 American History II OR PLSC 2003 American National Gov.	HIST 2763 The United States to 1876 HIST 2773 The United States Since 1876 POSC 2103 Intro to US Government
<b>World Civilization</b> HIST 1003 World Civilization I OR HIST 1013 World Civilization II	HIST 1013 World Civilization to 1660 HIST 1023 World Civilization Since 1660
<b>Social Sciences</b> SOC 2013 Intro to Sociology	SOC 2213 Introduction to Sociology
<b>World Literature</b> ENGL 2213 World Literature I OR ENGL 2223 World Literature II	ENG 2003 World Literature to 1660 ENG 2013 World Literature Since 1660
<b>Humanities</b> FATH 1003 Fine Arts-Theater OR FAMU 1003 Fine Arts-Music OR FAVI 1003 Fine Arts-Visual	THEA 2503 Fine Arts Theatre MUS 2503 Fine Arts Music ART 2503 Fine Arts Visual
<b>Business Core</b> ACCT 1123 Accounting Principles I ACCT 2133 Accounting Principles II CPSI 1003 Intro to Computer Applications ECON 2323 Intro to Macroeconomics ECON 2313 Intro to Microeconomics BUS 2663 Legal Environment of Business ECON 2113 Business Statistics I BUS 2013 Business Communication**	ACCT 2033 Introduction to Financial Accounting ACCT 2133 Introduction to Managerial Accounting CIT 1503 Microcomputer Applications ECON 2313 Principles of Macroeconomics ECON 2323 Principles of Microeconomics LAW 2023 Legal Environment of Business ECON 2113 Business Statistics I* BCOM 2563 Business Communications

**OC Courses**

**Institutional Requirements**

COLL 1101 Freshman Seminar

**ASUJ Courses**

Transfer Credit Elective

\*ECON 2113 will be substituted for STAT 3233 Applied Statistics I

\*\*Students will choose this as their Directed Elective

## ASU- JONESBORO COURSES

The following are courses that OC students must take to complete ASUJ's Bachelor of Science in Education in Business Technology

**College of Business Core Requirements: (18 hours)**

CIT 3013 Management Information Systems

CIT 3523 Operations Management

FIN 3713 Business Finance

MGMT 3123 Principles of Management

MGMT 4813 Strategic Management

MKTG 3013 Marketing

**Major Requirements (12 hours)\***

GCOM 3673 Desk Publishing and Publication Design

CIT 3533 Microcomputer Applications II

CIT 4453 Global E-Commerce

MKTG 4073 Social Media Marketing

**Professional Education Requirements (32 hours)\***

PSY 3703 Educational Psychology

SCED 2513 Introduction to Secondary Teaching

*The following courses require admission to the Teacher Education Program:*

EDBU 4533 Methods and Materials in Teaching Business Technology

ELSE 3643 The Exceptional Student in the Regular Classroom

SCED 3515 Performance Based Instructional Design

SCED 4713 Educational Measurement with Computer Applications

TIBU 4826 Business Teaching Internship in the Secondary School

\*Due to rotation all courses may not be available every term