

- NEW
 RENEWAL

Articulation Transfer Agreement

TRANSFER AGREEMENTS

WAUKESHA COUNTY TECHNICAL COLLEGE

Associate of Applied Science in Business Management

Associate of Applied Science in Human Resources

Associate of Applied Science in Health Information Technology

And

CONCORDIA UNIVERSITY WISCONSIN

Bachelor of Arts in Business Management

Bachelor of Arts in Human Resource Management

Bachelor of Arts in Healthcare Management

This agreement applies to students completing an associate degree at Waukesha County Technical College And entering Concordia University Wisconsin to complete a Bachelor's degree.

PURPOSE

Students who complete an associate degree program at Waukesha County Technical College (WCTC) and who meet admission requirements at Concordia University Wisconsin (CUW) can earn a Bachelor's Degree.

In particular, any student who:

- A) Completes all courses in the specified programs with a grade of D (1.7 out of 4.0) or better in each course, and
- B) Meets the CUW admission requirements for transfer students into the specified program at CUW, with a cumulative GPA of 2.0 or greater for full acceptance, or with a GPA <2.0 if submitted with an appeal essay and individual candidate interview for consideration of acceptance on a conditional basis, shall be admitted with junior status into the specified program at CUW.

WCTC: Associate of Applied Science in Business Management

And

CUW: Bachelor of Arts in Business Management

Concordia University Wisconsin is committed to utilizing all of a student's Associate Degree credits toward a Bachelor's degree. However, in the instance of this specific program, only 60 credits can be directly applied toward the Bachelor's degree meaning students will need to complete 60 additional credits with Concordia to secure a Bachelor's degree in Business Management.

The following is an unofficial evaluation. To be used as a guide to understanding the pathway of this agreement.

WCTC Program:	Associates of Applied Science in Business Management	CUW Program:	Bachelor of Arts in Business Management
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The following evaluation is based upon requirements for completion of a bachelor's degree.

	CUW Requirements	WCTC Completed	Needed
Major Curriculum	36 Credits	15 Credits	21 Credits
Core Requirements	30 Credits	12 Credits	18 Credits
Electives	54 Credits	33 Credits	21 Credits
TOTAL	120 Credits	60 Credits	60 Credits

CUW MAJOR CURRICULUM – 36 CREDITS				
WCTC Course	CUW Course	Course Name	Credits	WCTC Credits Earned
196-140	BUS 272	Organizational Management	3	3
	MGMT 336	Human Resource Management	3	0
138-150	MGMT 450	International Business	3	3
	MGMT 472	Managing Change	3	0
	MGMT 345	Diversity, Inclusion & Human Relations	3	0
	BUS 453	Business Policy and Ethics	3	0
	LA 115	Student Success Strategies	3	0
104-102	MKTG 422	Marketing Management	3	3
	BUS 368	Philosophy of Values & Ethics	3	0
101-109	ACCT 203	Fin Acct OR ACCT 223 Managerial Acct	3	3
101-132	FIN 300	Principles of Finance	3	3
	BUS 240	Project Management	3	0
TOTAL CREDITS			36	15

CUW CORE REQUIREMENTS – 30 CREDITS					
WCTC Course	CUW Course	CUW Course Name	CUW Subject Area / Credits	Credits	WCTC Credits Earned
n/a	REL 100	Heritage of Faith	Faith & Life (6)	3	n/a
n/a	REL 204	Biblical Theology		3	n/a
801-196	COMM 112	Speech Comm	Communication & Language (6)	3	3
801-136	ENG 210	College Writing		3	3
	SCI 154	Science	Natural World – Science (3)	3	0
	BUS 315	Business Statistics	Natural World – Mathematics (3)	3	0
809-195	ECON 222	Macroeconomics	Society & Culture (6)	3	3
809-196	SOC 101	Intro to Sociology		3	3
	PHIL 256	Think Critically & Creatively*	Human Beings & Being Human – Social World (3)	3	0
			Human Creativity & Expression (3)	3	0
TOTAL CREDITS				30	12

ELECTIVES – 54 REQUIRED CREDITS			
Course #	Course Name	Institution	Credits
102-160	Business Law	WCTC	3
102-101	Business Professionalism	WCTC	1
106-162	Introduction to Microsoft Word	WCTC	1
106-163	Intro to Microsoft Excel	WCTC	1
106-166	Business Presentation Software	WCTC	1
182-101	Principles of Supply Chain Mgt	WCTC	3
196-125	Management of Customer Service	WCTC	3
890-108	Employment Success	WCTC	1
102-118	Business Mgmt. Capstone	WCTC	3
196-190	Leadership Development	WCTC	3
623-170	Intro to Continuous Improvement	WCTC	3
804-123	Math w Business Apps	WCTC	3
101-109*	Business Accounting	WCTC	1
ELECTIVE		WCTC	3
809-199	Psychology of Human Relations	WCTC	3
TOTAL CREDITS			33

TRANSFER CREDITS ACCEPTED	
Institution	Credits
WCTC	60
*Suggested Alternative Major and Core Requirement Courses:	
WCTC Course	CUW Course Name
809-131	PHIL 256 (Human Beings & Being Human)
809-172	MGMT 345 (Major Curriculum)
<ul style="list-style-type: none"> Previously earned credits (D or above) from regionally accredited colleges or universities may be transferred in. This is a temporary evaluation. Courses and program goals from CUW are subject to change. This document is effective as of 04/11/2022. 	
Updated: 4/11/2022	

WCTC: Associate of Applied Science in Human Resources

And

CUW: Bachelor of Arts in Human Resource Management

Concordia University Wisconsin is committed to utilizing all of a student's Associate Degree credits toward a Bachelor's degree. However, in the instance of this specific program, only 60 credits can be directly applied toward the Bachelor's degree meaning students will need to complete 60 additional credits with Concordia to secure a Bachelor's degree in Human Resource Management.

The following is an unofficial evaluation. To be used as a guide to understanding the pathway of this agreement.

WCTC Program:	Associate of Applied Science Human Resources	CUW Program:	Bachelor of Arts Human Resource Management
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The following evaluation is based upon requirements for completion of a bachelor's degree.

	CUW Requirements	WCTC Completed	Needed
Major Curriculum	39 Credits	24 Credits	15 Credits
Core Requirements	30 Credits	12 Credits	18 Credits
Electives	51 Credits	24 Credits	3 Credits
TOTAL	120 Credits	60 Credits	60 Credits

CUW MAJOR CORE REQUIREMENTS – 39 CREDITS				
WCTC Course	CUW Course	CUW Course Name	Credits	WCTC Credits Earned
	LA 115	Student Success Strategies	3	0
196-140	BUS 272	Organizational Management	3	3
196-193	MGMT 336	Human Resource Management	3	3
	MGMT 450	International Business	3	0
196-123	MGMT 472	Managing Change	3	3
809-172	MGMT 345	Diversity, Inclusion, and Hum Rel	3	3
	BUS 453	Business Policy and Ethics	3	0
196-142	BUS 265	Employment Relations	3	3
196-164	BUS 266	Staffing	3	3
196-127	BUS 388	Compensation and Benefits	3	3
196-165	BUS 434	Training and Employee Development	3	3
	BUS 368	Philosophy of Values and Ethics	3	0
	BUS 473	Integrative Project: Human Resource Mgt	3	0
TOTAL CREDITS			39	24

CUW TRANSFER CORE REQUIREMENTS – 30 CREDITS					
WCTC Course	CUW Course	CUW Course Name	CUW Subject Area / Credits	Credits	WCTC Credits Earned
n/a	REL1159	Heritage of Faith*	Faith (6)	3	0
n/a	REL204	Biblical Theology		3	0
801-136	ENG 210	College Writing*	Communication & Language (6)	3	3
801-196	COMM 112	Speech Comm*		3	3
	BUS 315	Business Statistics*	Natural World – Science & Mathematics (6)	3	0
	SCI 154	Science		3	0
	COMM 225	Intercultural Communication*	Society/Citizenship & Culture (6)	3	0
809-196	SOC 101	Intro to Sociology		3	3
809-199	PSY 271	Social Psych in Workplace* or PSY101	Human Beings & Being Human: Social World (3)	3	3
				3	0
TOTAL CREDITS				30	12

ELECTIVES – 54 REQUIRED CREDITS			
Course #	Course Name	Institution	Credits
106-117	Records and Information Mgmt.	WCTC	3
106-162	Introduction to Microsoft Word	WCTC	1
106-163	Intro to Microsoft Excel	WCTC	1
196-125	Management of Customer Service	WCTC	3
196-190	Leadership Development	WCTC	3
196-196	Human Resources Capstone	WCTC	3
106-166	Business Presentation Software	WCTC	1
196-128	Wellness & Benefit Plans	WCTC	3
196-130	Safety Management	WCTC	3
804-123	Math w Business Apps	WCTC	3
TOTAL CREDITS			24

TRANSFER CREDITS ACCEPTED	
Institution	Credits
WCTC	60
WCTC Course	CUW Course
196-127 OR 196-128	Either course can be used to cover CUW BUS 388
<ul style="list-style-type: none"> Previously earned credits (D or above) from regionally accredited colleges or universities may be transferred in as general electives. Courses and program goals from CUW are subject to change. This is a temporary evaluation. This document is effective as of 03/11/2022. 	
Updated: 3/11/2022	

WCTC: Associate of Applied Science in Health Information Technology**And****CUW: Bachelor of Arts in Healthcare Management**

Concordia University Wisconsin is committed to utilizing all of a student's Associate Degree credits toward a Bachelor's degree. However, in the instance of this specific program, only 64 credits can be directly applied toward the Bachelor's degree meaning students will need to complete 56 additional credits with Concordia to secure a Bachelor's degree in Healthcare Management.

The following is an unofficial evaluation. To be used as a guide to understanding the pathway of this agreement.

WCTC Program:	Associate of Applied Science in Health Information Technology	CUW Program:	Bachelor of Arts in Healthcare Management
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The following evaluation is based upon requirements for completion of a bachelor's degree.

	CUW Requirements	CUW Completed	Needed
Major Requirements	48 Credits	12 Credits	36 Credits
Core Requirements	30 Credits	12 Credits	18 Credits
Electives	42 Credits	40 Credits	2 Credits
TOTAL	120 Credits	64 Credits	56 Credits

CUW MAJOR REQUIREMENTS – 48 CREDITS				
WCTC Course	CUW Course	CUW Course Name	Credits	WCTC Credits Earned
	LA 115	Student Success Strategies	3	0
	BUS 272	Organizational Management	3	0
530-178 & 530-166	HCM 300	Health Care Ethics	3	3
	MGMT 336	Human Resource Management	3	0
	MGMT 450	International Business	3	0
	MGMT 472	Managing Change	3	0
809-172	MGMT 345	Diversity, Inclusion & Human Relations	3	3
	BUS 453	Business Policy and Ethics	3	0
530-167	HCM 320	Mgmt. Principles in Health Care	3	3
	HCM 335	Health Care Marketing	3	0
	ACCT 203	Fin Acct OR ACCT 223 Managerial Acct	3	0
530-159	HCM 330	Financial Issues in Health Care	3	3
	HCM 310	Current Trends in Health Care	3	0
	HCM 304	Health Care Planning & Evaluation	3	0
	HCM 399	Health Care Practicum	6	0
TOTAL CREDITS			48	12

CUW CORE REQUIREMENTS – 30 CREDITS					
WCTC Course	CUW Course	CUW Course Name	CUW Subject Area / Credits	Credits	WCTC Credits Earned
n/a	REL 100	Heritage of Faith	Faith & Life (6)	3	n/a
n/a	REL 204	Biblical Theology		3	n/a
801-196	COMM 112	Speech Comm	Communication & Language (6)	3	3
801-136	ENG 210	College Writing		3	3
806-189	SCI 154	Science	Natural World – Science (3)	3	3
804-189 or 530-163	BUS 315	Business Statistics	Natural World – Mathematics (3)	3	3
			Society & Culture (6)	3	0
				3	0
	BUS 308	Eldercare*	Human Beings & Being Human – Social World (3)	3	0
			Human Creativity & Expression (3)	3	0
TOTAL CREDITS				30	12

ELECTIVES – 42 REQUIRED CREDITS			
Course #	Course Name	Institution	Credits
501-107	Digital Literacy Healthcare	WCTC	2
530-161	Health Quality Management	WCTC	3
530-162	Foundations of HIM	WCTC	3
530-164	Intro to Health Informatics	WCTC	3
530-165	Intermediate Coding	WCTC	3
530-182	Human Diseases for Hlth Profes	WCTC	3
530-184	CPT Coding	WCTC	3
530-196	Prof Practice Experience	WCTC	3
530-197	ICD Diagnosis Coding	WCTC	3
530-199	ICD Procedure Coding	WCTC	2
530-163	Healthcare Stats & Analytics	WCTC	3
801-197	Technical Reporting	WCTC	3
501-101	Medical Terminology	WCTC	3
809-199	Psychology of Human Relations	WCTC	3
TOTAL CREDITS			40

TRANSFER CREDITS ACCEPTED	
Institution	Credits
Waukesha County Technical College	64
<ul style="list-style-type: none"> Previously earned credits (D or above) from regionally accredited colleges or universities may be transferred in. This is a temporary evaluation. This document effective as of 04/11/2022. Courses and program goals from CUW are subject to change. 	
Updated: 04/11/2022	

PROVISIONS

The following provisions specify the standard procedures and terms of this transfer agreement. Text in italics is intended to clarify the rationale behind the corresponding provision.

Non-compliance with any may result in the nullification of this transfer agreement.

Because these transfer agreement provisions are used in transfer agreements with several Wisconsin Technical College System (WTCS) colleges, the term "Technical College" will be used to refer to the specific WTCS college named at the beginning of this transfer agreement.

1. Each institution will obtain the express written approval for using the other institution's name in any promotional, advertising, and marketing media associated with this transfer agreement, with the exception that both institutions, by signing this agreement, acknowledge they may promote internally and externally the existence of this agreement between the institutions and for the benefit of each institution and its students. Any promotional literature or other media will indicate that the transfer is into the specified program at CUW. A specific person in each public relations department and a specific academic program person per institution will be designated for coordination and signoff, as listed on the "Institution-Specific Information" page in this transfer agreement. Guidelines for the use of Concordia University Wisconsin's name and/or logo are listed on the "Guidelines for use of Concordia University Wisconsin's name and/or logo" page in this transfer agreement.

The motivation for this provision is to ensure that each college complies with accreditation and institutional criteria in promotional, advertising, and marketing media.

2. An active agreement begins at the commencement of fall classes. The agreement must be actively reviewed by the program faculty of both colleges and renewed at least every two years to continue the agreement. Reasonable accommodations will be made for students if either program must be changed, but additional courses may be required of students if program changes occur. Students must be informed of this possibility "upfront."

Both parties agree to provide at least one hundred eighty (180) days advance written notification of their intent to cancel this agreement. Students who apply to CUW before the cancellation date will be permitted to transfer credits under the agreement terms. Both parties further agree that failure to maintain regional accreditation required by the specific academic program(s) referenced in this agreement will be grounds for exclusion of that program from the agreement.

This provision intends to recognize that changes in either or both of the two academic programs must be coordinated to accommodate the minimum two-year-long lag between when a student begins at the Technical College and begins at CUW. However, each institution must preserve the right to change its academic programs on a timely basis, such as due to an immediate change in accreditation requirements.

3. The specified program at CUW will be arranged so that the student who completes all of the Technical College courses specified in this agreement each year that the agreement is in force may enter the CUW program at the beginning of the subsequent academic year with junior status as outlined in this agreement. Exceptions to this clause are stated in provision 2. If a Technical College student completes the specified courses over an extended period of time in excess of the standard full-time schedule, and during that time the specified courses and/or core curricula have changed, then reasonable efforts to accommodate this student in CUW will be made. However, junior status in the specified program at CUW is not guaranteed.

This provision intends to promote curriculum stability yet to allow curriculum modifications that are required, such as per accreditation mandates.

4. Curriculum changes that impact the transfer agreement may not be enacted during the academic year in which the agreement is active unless both the Program Director of the program at CUW and the designated individual(s) in the corresponding transfer program at the Technical College give their explicit consent, or unless curriculum changes are dictated by accreditation or institutional

mandates. Minor revisions (such as course renumbering) are permitted but must be communicated to the other institution promptly via a memorandum of understanding. Curriculum changes that do not satisfy the transfer agreement provisions will nullify this transfer agreement.

This provision intends to protect the integrity of the transfer arrangements for transfer students. This provision should be superfluous. Curriculum changes should be enacted in concert with the yearly transfer agreement renewal process.

5. The Technical College will consent to the promotion of this transfer agreement by CUW personnel in the following events. Please select three or more options:

- Transfer fairs and/or job fairs (virtual or otherwise).
- Other: CUW personnel can schedule table visits in WCTC's cafeteria
- Other: Agreements will be displayed on the WCTC website

Concordia University's Outreach Coordinator will connect with an appointed staff to obtain the information of the events that you have selected above.

At CUW:

- Ana Sanchez, Outreach Coordinator, 262-243-1814, ana.sanchez@cuw.edu.

At WCTC:

Please indicate a designated contact person below

Person(s), title(s), phone number(s), and email address (es) designated to provide events information to CUW's Outreach Coordinator:

- Cara Bowman, Coordinator – Learning Division, 262-695-6526, cbowman@wctc.edu

6. Any formal presentations of this transfer agreement must be made by either Technical College representatives, who are approved by the individual designated on the "Institutional-Specific Information" page, or by CUW representatives who are knowledgeable of this transfer agreement. See provision 1.

This provision intends to ensure that the agreement is accurately communicated to interested parties.

7. For the instruction of the designated transfer courses (see page 2), the Technical College will use a faculty member who meets the above-stated requirements will be designated as an "approved faculty" member.
8. The Technical College student must pass each course with a D* or better in order for the course to receive transfer credit in the specified program at CUW. Any exceptions to this policy must be approved in writing by the program director at CUW. Under the condition that the student must retake one or more courses, the student is not guaranteed junior standing in the specified program at CU.

This provision intends to allow an "early" course with a passing grade below a D to transfer if there is sufficient evidence in subsequent courses for which the course in the question is a prerequisite to warrant the exception.*

9. CUW and the technical college desire to track the usage of the articulation agreements by students. If possible, CUW will send the technical college the total number of credits transferred from that technical college annually or other data that can be conveniently produced.

This provision intends to track the use of the agreement and it will help continue the promotion of the transfer agreement.

*Does not apply to Nursing Program

Institution-specific information

The purpose of this page is to provide information that is specific to each institution and is current as of the signing of this transfer agreement. Any changes to this information should be promptly communicated to the other institution.

At WCTC:

Administrative person(s), title(s), phone number(s), and email address (es) directly responsible for the specified programs attached to this agreement:

Business Management

- Andrea Wolf, Associate Dean– Marketing and Management
- Jon Koch, Dean - School of Business

Human Resources

- Andrea Wolf, Associate Dean– Marketing and Management
- Jon Koch, Dean - School of Business

Health Information Technology

- Michele Nelson, Dean – School of Health

The website address for the institution: <https://www.wctc.edu/>

At CUW:

Administrative person(s), title(s), phone number(s), and email address (es) directly responsible for the program articulation agreement:

- Dr. Michael Uden, Vice Provost of Student Enrollment and Engagement, 262.243.2612, michael.uden@cuw.edu.

Faculty, title, phone number, and email address directly responsible for the program, including curriculum changes:

- W. Clarke Griffin, EdD, MBA, CFBE, Assistant Dean of Undergraduate Programs – Batterman and Haab School of Business Assistant Professor of Sport & Hospitality Business, 262.243.4441, Walter.Griffin@cuw.edu

Public relations/marketing and other person(s), title(s), phone number(s), and email address(es) designated for coordination and signoff of promotional materials:

- Ms. Briena Jacob, Director of Marketing Strategy, 262.243.4390, briena.jacob@cuw.edu.

The website address for the institution: www.cuw.edu

Guidelines for use of Concordia University's name and/ or logo

The motivation for this addendum is to ensure that each college complies with accreditation and institutional criteria in all communication materials including, but not limited to, those generated or produced for marketing, advisement, and/ or legal purposes.

In an effort to meet standards set by our accreditation agencies, to minimize any confusion on the part of prospective or current students, and to protect the use of CUW's name and logo, it is imperative that use of or reference to our name or programs be limited to those deemed appropriate by CUW. As specified in the transfer agreement, CUW's Director of Marketing Strategy or the director's designee shall approve any and all narrative and graphic representation containing CUW's name, logo, or reference to our programs before it is published or distributed in any way.

To expedite the process of developing promotional or other communication materials before approval, the following minimum guidelines should be followed. Non-compliance will result in disapproval.

Any promotional literature or other media will indicate that the transfer, upon which this transfer agreement is based, is into the specified program at CUW.

Our preferred reference is Concordia University, however, the acronym CUW can be used after the first written occurrence of the full name in the same communication. Furthermore, CUW will be referred to as a university. In no instance shall CUW be referred to as a college or school.


In materials where the logo is needed, please contact the CUW director of marketing strategy for a specific format and file size. Many variations are available and will be provided based on the need. Given the absolute need to provide clarity as to the limitations of the transfer agreement and avoid potential misunderstandings, communication in the form of brochures, catalogs, letters, e-mail, posters, etc. must be carefully reviewed by CUW. CUW's logo may not appear on the cover of any literature unless approved by CUW.


A flyer can be developed by CUW that adequately describes the transfer agreement upon request. Contact the CUW marketing director or program director representative indicated on the institution-specific information page in this transfer agreement.


This signed agreement has been thoroughly reviewed and approved by both institutions.

This agreement is effective for two years from the date of the final signature.

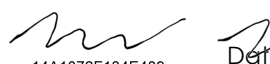
CONCORDIA UNIVERSITY WISCONSIN


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 11/2022
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Dr. William Cario
Interim President


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 10/11/2022
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Dr. Michael Uden
Vice Provost, Student Enrollment & Engagement

DocuSigned by:
 9/26/2022
W. CLARKE GRIFFIN
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Dr. W. Clarke Griffin
Assistant Dean of Batterman and
Haab School of Business

WAUKESHA COUNTY TECHNICAL COLLEGE

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Dr. Brad Piazza
Vice President, Learning

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Jon Koch
Dean, School of Business

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Andrea Wolf
Associate Dean, Marketing and Mgmt.

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Michele Nelson
Dean, School of Health