TRANSFER AGREEMENT

BETWEEN

UNIVERSITY OF WISCONSIN-MADISON

AND

WAUKESHA COUNTY TECHNICAL COLLEGE

Waukesha County Technical College Associate of Applied Science in Leadership Development to a UW-Madison Bachelor of Business Administration (BBA) online program: Business Administration-Management or Business Administration-Human Resources (this program will be referred to as "UW-Madison Online BBA below).

Effective Date: 9/24   **Next Review Date: 9/27**

Transfer Plan Highlights:

- Students who completed all required coursework at Waukesha County Technical College for the Associate of Applied Science in Leadership Development will transfer a minimum of 55 credits to UW-Madison with junior-level academic standing. Coursework taken at other institutions will be evaluated from the institution where it was completed and not how it transferred and was applied at Waukesha County Technical College.
- A minimum of 120 credits are needed to complete a UW-Madison **Online** BBA degree program.
- Waukesha County Technical College students who are in good standing and meet requirements of this agreement at UW-Madison will be guaranteed direct admission into the Business Administration **Online** BBA. (See Online School of Business admissions requirements below)
- Waukesha County Technical College students who are pursuing an Associate of Applied Science in Leadership Development and declare an intent to use this agreement to gain admission to a UW-Madison **Online** BBA will be eligible for joint advisement from both Waukesha County Technical College and a UW-Madison advisor while completing their Associate Degree.
- Completion of 804-195 College Algebra or equivalent that transfers as MATH 112 or higher math to UW-Madison is required prior to transfer.
- This agreement is only valid for students pursuing a UW-Madison **Online** BBA.
- See details below.

Course Transfer Conditions
- Students are encouraged to refer to [Transferology](#) to determine course transfer equivalencies.
- Students may **generally** transfer up to 72-degree credits earned at non-baccalaureate institutions.

Agreement Description and Rationale
This document constitutes a transfer agreement between University of Wisconsin-Madison School of Business and Waukesha County Technical College Associate of Applied Science in Leadership Development as respective programs align well to prepare students to be strong leaders in Management. UW-Madison is eager to welcome Waukesha County Technical College transfer students into an **Online** BBA.

Students who pursue the Associate of Applied Science in Leadership Development degree and submit the Declaration of Intent to Participate to gain admission to a UW-Madison **Online** BBA will be eligible for joint advisement from both Waukesha County Technical College and a UW-Madison advisor while completing their associate degree. Those students who successfully complete the Associate degree and meet specified levels of academic achievement at Waukesha County Technical College as outlined in this transfer agreement will be guaranteed direct admission to a UW-Madison School of Business **Online** BBA in Business Administration-Management or Business Administration-Human Resources.

Students who have previously graduated with an Associate degree from Waukesha County Technical College or are not utilizing this transfer agreement remain welcome to apply for admission via the usual online transfer admission process. Previous coursework will be evaluated for transfer on a course-by-course basis.

This agreement only applies to the **Online** BBA-Business Administration-Management or Business Administration-Human Resources at UW-Madison. Students who wish to pursue an on-campus Business program can follow the application process for on-campus transfer students. **UW-Madison Online Business program students cannot transfer into any on-campus program.**

1. **UW-Madison School of Business Admission Requirements**
   To be eligible for guaranteed direct admission to the UW-Madison School of Business Online programs, students must:
   a. Earn a 3.0 cumulative GPA in Waukesha County Technical College transferable coursework as determined by UW–Madison computation. The GPA for transfer is computed in accordance with UW–Madison's grading practices (all grades for repeated and failed transferable degree credit courses are included in the computation).
   b. Complete an electronic Declaration of Intent to Participate with their Waukesha County Technical College advisor. Students are strongly encouraged to declare their intent as early as possible to facilitate the smoothest transfer experience. The UW-Madison Office of Admissions and Recruitment will send a copy of the Declaration of Intent to Participate to the student, the Waukesha County Technical College advisor, and UW-Madison Online Recruitment.
   c. Meet with a transfer program advisor at Waukesha County Technical College at least once per semester while enrolled. The option to meet with a UW-Madison Business advisor is available while completing the Associate degree.
   d. Communicate with a UW-Madison financial aid advisor to understand what types of funding may be available for students in online programs at UW-Madison. Students in online programs are not eligible for some types of funding.
   e. Meet the requirements for **Online** transfer admission to UW-Madison **Online** by demonstrating successful completion of:

     i.   Course equivalent to Math 112, College Algebra at UW-Madison.

    ii.   Single world language of either two high school years or two college semesters of sequential study in one world language. A student whose native language is not English is exempt from this admissions requirement provided the student's formal education through the seventh grade was in the native language. **If this requirement is not met, students may be admitted with deficiencies and work with School of Business advisors to address completing requirement prior to graduation.**

  f. Submit an application for **Online** transfer admission to UW-Madison according to the schedule for the planned term of entry to UW-Madison, see [Apply to UW Online](#)

2. **Transfer of Credits**
   a. UW-Madison Credit Evaluation Services will determine course transfer. Students are highly encouraged to consult with their advisors to discuss course transfer options for a UW-Madison **Online** BBA; Business Administration-Management or Business Administration-Human Resources program.
   b. Students may generally transfer up to 72-degree credits earned at non-baccalaureate institutions.
   c. To determine how test credit, such as Advanced Placement (AP) or International Baccalaureate (IB), transfer to UW-Madison, see: [AP/IB Credit](#)

3. **Graduation Requirements:**
   a. All UW-Madison baccalaureate candidates must meet UW-Madison's general education requirements and School of Business BBA, Business Administration-Management or Business Administration-Human Resources degree requirements.
   b. Students will be required to complete a minimum of 30 credits at UW-Madison for a bachelor's degree.
   c. Students must earn a minimum 2.0 GPA at UW-Madison to graduate with an Online BBA degree..

4. **Program Management and Reporting**
   a. Each institution will:
       i.   Assess student progress and experiences to inform modification and/or improvement of the agreement.
       ii.   Exchange information that may be helpful in advising students and pertinent to the academic success of participating students.
      iii.   Provide timely information about significant changes in the program of study that relate to the preparation of participating students.
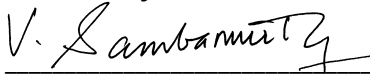
5. **Termination/Modification**
   a. This Agreement is subject to change or modification by mutual written consent.
   b. This Agreement may be modified by UW-Madison, in consultation with Waukesha County Technical College, as may be necessary to bring it within the purview of and in accordance with the directives of the Provost of UW-Madison, the Statutes governing UW-Madison, or the policies of the Board of Regents of the University of Wisconsin System.

c. Both UW-Madison and Waukesha County Technical College agree to review this Agreement every three years to assess continued mutual benefit of this Agreement.

d. This Agreement may be terminated by either party upon 1-year written notice to the other party. It is understood and agreed that any student already admitted to Waukesha County Technical College Associate of Applied Science degree program will be allowed to complete the program notwithstanding the termination provision, so long as the student remains in good academic standing and is making measured progress toward completion of a degree program. Notice of change or termination should be sent to the UW-Madison's Office of Admission and Recruitment and UW-Madison Online (OUD) office.

Signatures of Responsible Authorities at the Cooperating Institutions

University of Wisconsin-Madison

_____   Oct 9, 2024
Dr. Vallabh "Samba" Sambamurthy   Date
Albert O. Nicholas Dean
School of Business

_____   11/6/2024
Dr. Charles Lee Isbell, Jr.   Date
Provost and Vice Chancellor for Academic Affairs

Waukesha County Technical College

Signed by:
_____   9/26/2024
84CE1138B8F0468...
Andrea Wolf, MAE   Date
Dean – School of Business

DocuSigned by:
_____   9/27/2024
14A1072F134E489...
Brad Piazza, Ph.D.   Date
Vice President-Academic Affairs

APPENDIX:
This document is not part of the official transfer agreement and is only a sample, subject to change to or error and not binding.

Waukesha County Technical College Leadership Development Associate Degree Pathway into UW-Madison Online Bachelor of Business Administration Management or Human Resources

This transfer pathway serves as a sample mapping tool for students and is based upon current transfer equivalencies and current program requirements as outlined in the 2024/2025 Academic Catalog. While this pathway has been created to assist you with your potential course options prior to transfer, it is not part of the official transfer agreement and is subject to change or error and not binding. It is strongly recommended that you continue to work with your advisor during the transfer process.

Transfer Guide Highlights:
- A minimum of 55 credits taken at Waukesha County Technical college will transfer to UW-Madison If a student transfers in course work from another institution to fulfill requirements within the AAS, it will be evaluated from the institution where it was completed and not how it transferred to Waukesha County Technical College.
- As few as 65 credits are needed to complete this degree at UW-Madison.
- **Completion of 804-195 College Algebra or equivalent that transfers as MATH 112 or higher math to UW-Madison is required prior to transfer.**
- This pathway is exclusively to transfer into the UW-Madison Online BBA major. Online Students are not eligible to transfer into any on-campus majors.

WCTC			UW-Madison Online		
Course No.	Course Title	Credits	Course No.	Course Title	Credits
801-223	English Composition 2	3	*Communication A*	ENGL Elective	3
809-196	Intro to Sociology	3	*Social Science*	SOC ST Elective	3
801-196	Oral/Interpersonal Comm	3	*Humanities*	COM ARTS Elective	3
809-143	Microeconomics	3	*Pre-Business* ECON 101	Principles-Microeconomics	3
809-198	Introduction to Psychology	3	*Pre-Business* PSYCH 202	Intro to Psychology	3
804-195	*Required of 804-195 College Algebra or equivalent that transfers as MATH 112 or higher math to UW-Madison prior to transfer.* College Algebra	3	*Quantitative A Pre-Business* MATH 112	Algebra	3
196-193	Human Resource Management	3	*Major Course* M H R 305	Human Resource Management	3
196-180	Organizational Behavior	3	M H R 420	Managing Change/Org Effectiveness	3
196-123	Leading Change	3		Elective	3
196-124	Applications in Leadership	3		Elective	3
196-125	Mgmt of Customer Service	3		Elective	3
196-135	Project Management	3		Elective	3
196-136	Risk Management	3		Elective	3
196-140	Managing People	3		Elective	3
196-142	Federal Labor Law	3		Elective	3

196-165	Employee Train and Development	3		Elective	3
196-190	Leadership Development	3		Elective	3
623-170	Intro to Continuous Improvement	3		Elective	3
106-163	Intro to Microsoft Excel	1		Elective	1
106-162	Intro to Microsoft Word	1		Not transferable	0
106-166	Business Presentation Software	1		Not transferable	0
196-130	Safety Management	3		Not transferable	0
Minimum credits taken at WCTC		**60**	**Minimum credits accepted at UW-Madison**		**55**

Additional coursework that can be completed prior to transferring to UW-Madison Online					
Recommend completing general education requirements still needed prior to transfer					
(transfer up to 72 credits to UW-Madison Online)					
801-204	Introduction to Literature	3	*Literature* ENGL Elective		3
Ethnic Studies	(check Transferology or work with advisor to choose course that transfers as Ethnic Studies at UW-Madison)	3	*Ethnic Studies*	TBD	3
Science	(check Transferology or work with advisor to choose course that transfers as Science at UW-Madison)	6	*Science*	TBD	6
809-166	Intro to Ethics: Theory & App	3	*Ethics* PHILOS 241	Introductory Ethics	3
104-102	Marketing Principles	3	*Core Business* MKTG 300	Marketing Management	3
182-101	Principles of Supply Chain Mgmt	3	*Additional Breadth* MKTG 421	Fundamentals of Supply Chain Mgmt	3
138-150	Global Business Fundamentals	3	*Additional Breadth* INTL BUS 200	International Business	3

Remaining coursework to be completed for UW-Madison Online Bachelor of Business Administration		
Business Administration-Management or Business Administration--Human Resources		
	GEN ED-Literature **(may not be needed if taken as elective at WCTC)**	3
	GEN ED-Ethics **(may not be needed if taken as elective at WCTC)**	3
	GEN ED-Science (*Select 6 credits designated Biological, Natural or Physical Science*) **(may not be needed if taken as elective at WCTC)**	6
	GEN ED – Ethnic Studies **(may not be needed if taken as elective at WCTC)**	3
GEN BUS 110	Personal & Professional Foundations in Business	1
GEN BUS 106	Foundational Skills for Business Analysis	1
GEN BUS 206	Beginning Data Analysis for Business	3
GEN BUS 207	Intermediate Data Analysis for Business	3
GEN BUS 360	Workplace Writing and Communication	3
ECON 102	Principles-Macroeconomics	3-4
ACCT IS 100	Financial Accounting	3

ACCT IS 211	Managerial Accounting	3
GEN BUS 301	Business Law	3
	Additional Breadth **(may not be needed if taken as elective at WCTC)**	3
	Additional Breadth **(may not be needed if taken as elective at WCTC)**	3
FINANCE 300	Introduction to Finance	3
MARKETING 300	Marketing Management **(may not be needed if taken as elective at WCTC)**	3
M H R 300	Managing Organizations	3
OTM 300	Operations Management	3
Management Courses		
M H R 401	Management of Teams	3
M H R 423	Strategic Management	3
M H R 628	Negotiations	3
Minimum credits needed to complete for Business Administration-Management		**65**
Human Resources Courses		
M H R 423	Strategic Management	3
M H R 610	Compensation Theory and Administration	3
M H R 611	Personnel Staffing and Evaluation	3
Minimum credits needed to complete for Business Administration-Human Resources		**65**
UW-Madison Online BBA – Business-Administration-Management or Business Administration-Human Resources minimum credits required		**120**

NOTE: This pathway is exclusively to transfer into the UW-Madison Online BBA major. Online Students are not eligible to transfer into any on-campus majors.

2024/2025 Academic Year

Transfer Credit Policy: **https://registrar.wisc.edu/transfer-your-credit-to-uw-madison/**

Students must take at least 30 credits in residence at UW-Madison Online to be awarded a degree.

Transfer Agreement - WCTC AAS-Leadership Development to UW-Madison BBA Management-HR

Final Audit Report   2024-10-09

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"Transfer Agreement - WCTC AAS-Leadership Development to UW-Madison BBA Management-HR" History

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