



**Transfer Articulation Agreement
between
Mildred Elley
Medical Assisting - A.O.S.
and
The College of Westchester
Health Care Administration - B.B.A. or
Health Administration – B.B.A. Online**

This articulation agreement creates a guarantee transfer program between the Mildred Elley Medical Assisting program (A.O.S.) and The College of Westchester's Bachelor of Business Administration – Health Care Administration (B.B.A.) degree or Health Administration (B.B.A. Online) degree.

Students interested in the above mentioned Bachelor of Business Administration degrees will be considered competitive transfer applicants if their interests are appropriate and they meet the GPA, course, and profile requirements.

Students at Mildred Elley will be guaranteed transfer with full junior status with the acceptance of up to 60 credits and the opportunity to complete a Bachelor of Business Administration – Health Care Administration or Bachelor of Business Administration – Health Administration (online) degree with an additional 60 degree credits earned, depending on the courses taken at Mildred Elley, in order to meet the required 120 credits. The following conditions will apply:

1. A minimum 2.5 cumulative grade point average is earned and the student is making satisfactory progress in their final semester courses prior to transfer and has attended fulltime at Mildred Elley;
2. The student will fulfill the following three BBA competencies within the first year of the BBA program, unless courses are taken at Mildred Elley (as per attached chart):

ACC107 Financial Accounting I – Test out or as a BBA open elective
BUS123 Human Resources Management – as a BBA open elective
OFT127 Spreadsheet Applications (Excel) – Test out or as BBA elective

3. If a student has earned a grade of D or lower in any of the BBA competencies, the student must complete the requisite competencies in the BBA program. These include:

English Composition I and II (or equivalent courses)
Oral Communications
Introduction to Business Ventures
An introductory computer course
Medical Terminology



Administrative Medical Practices

This agreement becomes effective 2014, and can be modified or discontinued by mutual consent as deemed necessary by either institution.

AUTHORIZATIONS:

_____ Date _____
Karen Smith, President, The College of Westchester

_____ Date _____
Dr. Warren Rosenberg, Provost & Vice President of Academic Affairs
The College of Westchester


_____ Date 5-27-14
David Smith, President, Mildred Elley, Metro


_____ Date 5/23/14
Wendy Martling, Dean of Academic Affairs, Mildred Elley, Metro

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