

ACADEMIC PROGRAM ARTICULATION AGREEMENT
Between
Community College of Baltimore County and
Mount St. Mary's University Division of Continuing Studies
Regarding Transfer from
The Associate of Applied Science in Human Services Counseling
Generalist Area of Concentration
to Bachelor of Science in Human Services

This Academic Program Articulation Agreement (“Agreement”) is entered into by and between **Community College of Baltimore County (CCBC)** and Mount St. Mary's University (the Mount) (collectively, the “Institutions”) to facilitate the transfer of academic credits from the **Associate of Applied Science, in Human Services Counseling Generalist Area of Concentration** for the completion of the **Bachelor of Science in Human Services** (the “Program(s)").

A. Qualifying Students

This Agreement pertains to the transfer of “Qualifying Students”, *i.e.*, those students who:

1. Have successfully completed the specified program at CCBC;
2. Are enrolled in CCBC in good standing; and
3. Are accepted for admission to the Mount's Division of Continuing Studies (DCS).

B. Responsibilities of the Institutions

The Institutions agree to implement the transfer of Qualifying Students in accordance with applicable law and the following requirements and protocols:

1. Mount St. Mary's University Responsibilities:

- a) Provide courses leading to the appropriate undergraduate, post baccalaureate certificate or graduate degree.
- b) Provide its own faculty for all program courses taught.
- c) Provide CCBC pricing for the first 15 credits of course work at the Mount's Division of Continuing Studies.
- d) Provide CCBC students and transfer advisors, with program information offered through the Mount's Division of Continuing Studies.
- e) Provide students with the ability to enroll in online courses for the entirety of their program. Many of the courses in this program also offer the option to attend in person.
- f) Provide a liaison between the Mount and CCBC to support all student and staff needs.

3. Community College of Baltimore County Responsibilities:

- a) Provide information about this Agreement to the CCBC students, transfer advisors and faculty.
- b) Allow MSMU-DCS to promote its academic programs with CCBC on-site and virtually and hold an onsite recruitment event at least once per academic term.
- c) CCBC will promote this Agreement on its internal website.
- d) CCBC will allow the Mount to promote this Agreement both internally and externally.
- e) Allow MSMU-DCS to promote its academic programs with CCBC on-site and virtually and hold an onsite recruitment event at least once per academic term.

2. Student Responsibilities:

- a) Students intending to transfer should complete the admissions application for Mount St. Mary's University once they have reached 45 credits of the Associate Degree program.
- b) Students should contact the Financial Aid Office at Mount St. Mary's University as soon as possible in regard to college deadlines for financial aid. For more detailed information, see <https://msmary.edu/admissions/financial-aid/index.html> or email FinAid@msmary.edu.

C. MSMU Tuition Policy:

1. Qualifying Students from CCBC will receive reduced tuition for the first 5 courses they enroll in at MSMU. Their MSMU tuition will match the current in-county CCBC tuition.
2. The Mount will offer any **CCBC Human Service graduates** in good standing and who are registered in its degree seeking programs a 20% tuition reduction for DCS courses, other than non-degree Lifelong Learning courses or any other courses already discounted by at least 20%. For specific tuition information, please refer to the tuition and fees section of the MSMU website [here](#).
3. Students are ultimately responsible for any fees or tuition owed to Mount St. Mary's University.

D. Transfer Plan:

This transfer plan is intended for students pursuing an **Associate of Applied Science, in Human Services Generalist Area of Concentration** at Community College of Baltimore County who are interested in pursuing a **Bachelor of Science in Human Services at Mount St. Mary's University Division of Continuing Studies**. The equivalencies below demonstrate how a student can meet both the requirements of the associate degree and prepare for a seamless transfer to the Mount. Please note:

- Only courses that have course equivalencies are displayed. This guide does not show all transferable courses from this college.
- Mount St. Mary's University will accept up to 75 credits from 2-year institutions. At least 45 credits must be completed at a 4-year institution in order to graduate from the Mount. Credit for Prior Learning awarded by the Mount does not count as credits completed at a 4-year institution. For additional information about credit transfer, please see the transfer information in our catalog: <https://catalog.msmary.edu/content.php?catoid=12&navoid=505#transfer-of-credit>
- Only courses with a grade of C- and above will transfer.
- Transfer plans are intended to be used as planning tools. Students who need additional assistance in selecting courses to take prior to transferring to Mount St. Mary's University, should contact Valerie Pearson (v.e.pearson@msmary.edu).

CCBC Degree Requirements	4-Year Equivalency	Category	Credits Transferred
General Education Requirements			
CMNS 101 - Fundamentals of Communication	COMM 1XX	Arts/Humanities	3
ENGL 101 - College Composition I	ENGL 101	College Writing	3

CCBC Degree Requirements	4-Year Equivalency	Category	Credits Transferred
HUSC 104 - Developing Cultural Proficiency in a Diverse World	SSCI 1XX	Elective	3
PSYC 101 - Introduction to Psychology	PSYCH 100 Introduction to Psychology	Social Science	3
General Education Electives: <i>Choose courses in each category from the list of approved General Education Courses. One course must be a Diversity course.</i>			
Biological and Physical Sciences (BIOL 107 or BIOL 108 recommended)	GNSCI 102 General Science: Biology	Lab Science Core	4
MATH 153 Recommended	MATH 105 Elementary Statistics	Mathematics Core	4
Program Requirements:			
HUSC 101 - Introduction to Human Services Counseling	HSRV 200 Introduction to Human Services	Program Requirement	3
HUSC 139 - Interviewing and Counseling Techniques	HSRV 302 Principles of Interviewing & Counseling	Program Requirement	3
HUSC 141 - Introduction to Psychopharmacology	HSRV 1XX	Social Science, Program Elective*, or General Elective	3
HUSC 205 - Group Counseling	HSRV 2XX	Social Science, Program Elective*, or General Elective	3
HUSC 233 - Ethics in Human Services Counseling	HSRV 2XX	Social Science, Program Elective*, or General Elective	3
HUSC 240 - Supporting Clients Experiencing Psychopathology	HSRV 2XX	Social Science, Program Elective*, or General Elective	3
HUSC 273 - Internship: Human Services Counseling	HSRV 300 Practicum I	Program Requirement	3
Generalist AOC			
HUSC 106 - Understanding and Empowering At-Risk Youth	HSRV 1XX	Social Science, Program Elective*, or General Elective	3
HUSC 103 – Introduction to Elder Care	HSRV 1XX	Program Requirement (Course substitution for Lifespan Development)	3

CCBC Degree Requirements	4-Year Equivalency	Category	Credits Transferred
HUSC 142 – Counseling Clients with Substance Use Disorders	HSRV 1XX	Social Science, Program Elective*, or General Elective	3
HUSC 211 - Case Management in Human Services	HSRV 2XX	Social Science, Program Elective*, or General Elective	3
HUSC 250 - Crisis Intervention	HSRV 2XX	Social Science, Program Elective*, or General Elective	3
Program Electives			
Student's choice	TBD	General Elective	3
Student's choice	TBD	General Elective	3
Total			62

* Only one Program Elective can be satisfied with transfer credits. Additional courses will count as General Electives.

Remaining Courses

Students will take the following courses at Mount St. Mary's University to meet their graduation requirements. Students who transfer before completing the **Associate of Applied Science, in Human Services Counseling Generalist Area of Concentration** may have additional program and graduation requirements to take and fewer free electives.

Major Requirements

All transfer students will be required to take a minimum of 45 credits of coursework at Mount St. Mary's University. A minimum total of 120 credits are required for the degree.

Completion of the Bachelor of Science in Human Services requires students to successfully complete the following course work:

4 Year Coursework	Credit Hours	Explanation
GE 200 Mount Seminar	3	Core requirement
Arts/Literature/Music/Theatre	3	Core requirement*
History	3	Core requirement*
PHIL 200 - Introduction to Philosophy	3	Core requirement*
PHIL 301 - Moral Philosophy	3	Core requirement*
THEOL 212 - Belief in Today's World	3	Core requirement*
THEOL 312 - Encountering Christ	3	Core requirement*
Non-Western Culture	3	Core requirement*
SOC 100 - Foundations of Sociology	3	Program requirement
SOC 307 - Social Inequality	3	Program requirement
BUS 334 - Introduction to Nonprofit Management	3	Program requirement
HSRV 400 - Practicum II	3	Program requirement
HSRV 410 - Capstone Seminar	3	Program requirement
Human Services Elective	3	Program requirement
Human Services Elective	3	Program requirement
CPL Portfolio	1	To earn credit for passing licensing exam and other relevant experience
Total credits to be taken at 4 Year	46	

*If an appropriate course is completed at CCBC before transfer, the student may select an elective course instead, in consultation with their Mount advisor.

Credit for Prior Learning:

Students can earn up to 12 credits for prior learning upon completion of the Credit for Prior Learning Portfolio course. Students will be evaluated individually through this course to determine how many credits, if any, should be awarded for students' training, knowledge, and experience. Our expectation is that students who pass the NCAC-I licensing examination, have significant related work experience, and can write effectively about what they have learned, will be awarded 12 credits. Passing the NCAC-I exam is not a requirement for being awarded CPL credits, but that will factor significantly into the number of credits awarded. The process for earning these CPL credits is as follows:

- Student enrolls in and completes CPL Portfolio Seminar (1 cr)
- Two Human Services faculty review portfolio and determine credits to be awarded (up to 12)
- Associate Provost reviews and approves
- Registrar updates transcript

E. Term and Termination:

1. This agreement shall be effective on the date that it is signed by the appropriate and authorized representatives of each Institution.
2. Either Institution may, at its sole discretion, terminate this Agreement upon delivering 60 days written notice to the other Institution and the Maryland Higher Education Commission.

- Both Institutions agree to meet once every 3 year(s) to review the terms of this agreement, and renew or apply edits in written correspondence, copied to each party referenced in this document.

F. Amendment:

- This Agreement constitutes the entire understanding and agreement of the Institutions with respect to their rights and obligations in carrying out the terms of the Agreement, and supersedes any prior or contemporaneous agreements or understandings.
- This Agreement may be modified only by written amendment executed by both Institutions.

G. Additional Provisions:

- The Mount shall designate, and shall provide to CCBC, the contact information for a staff person at the Mount who is responsible for the oversight of the transfer of Qualifying Students. CCBC shall designate, and shall provide to the Mount, the contact information for a staff person at CCBC who is responsible for the oversight of the transfer of Qualifying Students.

Oversight of Records	Sending Institution	Receiving Institution
Name of staff person responsible for oversight	Deb Baker	Paul Hunter
Title of staff person	Assistant Registrar	Director of Enrollment, Advising, and Retention
Email address	dbaker@ccbcmd.edu	hunter@msmary.edu
Telephone Number	443-840-4647	301-447-5125

Should the staff person or position change, the institution will promptly provide new contact information to the partner institution and inform the Maryland Higher Education Commission of the change.

Additional contact information:

Articulation Agreement Contact	Sending Institution	Receiving Institution
Name of person	Nicole Zampino	Paul Hunter
Title of person	Coordinator of Transfer and Degree Acceleration	Director of Enrollment, Advising, and Retention
Email address	nzairi@ccbcmd.edu	hunter@msmary.edu
Telephone Number	443-840-4647	301-447-5125

- If the Qualifying Student is using federal Title 38 VA Education Benefits (GI Bill® Education Benefits), the Institutions shall adhere to all applicable U.S. Department of Veterans Affairs' regulations, including the regulations governing the awarding prior credit, as regulated under Title 38, Code of Federal Regulations, Sections 21.4253(d)(3) and 21.4254(c)(4).

3. As a private university, Mount St. Mary's University is not required to follow the transfer requirements set forth in the Annotated Code of Maryland and the Code of Maryland Regulations. However, the Mount strives to be transfer-friendly and to follow best practices in facilitating seamless transfer for students.
4. Each Institution shall advise students regarding transfer opportunities under this Agreement, and shall advise students of financial aid opportunities and implications associated with the transfer.
5. Should either Institution make changes to program requirements, the institution will inform the partner institution immediately. The articulation agreement should be updated to reflect the changes and forwarded to the Maryland Higher Education Commission.
6. Governing Law: This Agreement shall be governed by, and construed in accordance with, the laws of the State of Maryland.
7. Counterparts: This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.
8. Notice of Agreement:
 - a) The Institutions agree to provide a copy of this Agreement, with any amendments, to the Maryland Higher Education Commission.
 - b) The Institutions agree to provide copies of this Agreement to all relevant individuals and departments of the Institutions, including but not limited to students, academic department chairs participating in the transfer, offices of the president, registrar's offices, and financial aid offices.
9. No Third-Party Beneficiaries: There are no third-party beneficiaries to this Agreement.
10. Representations and Warranties of the Parties: Both Institutions represent and warrant that the following shall be true and correct as of the Effective Date of this Agreement, and shall continue to be true and correct during the term of this Agreement:
 - a) The Institutions are and shall remain in compliance with all applicable federal, state, and local statutes, laws, ordinances, and regulations relating to this Agreement, as amended from time to time.
 - b) Each Institution has taken all action necessary for the approval and execution of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

<p>Community College of Baltimore County</p> <p>By: _____ Joaquin Martinez Provost and Vice President of Instruction</p> <p>_____</p> <p>Date</p>	<p>Mount St. Mary's University</p> <p>By: _____ Boyd Creasman Provost</p> <p>_____</p> <p>Date</p>
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Date of next review (3 years from date of last signature): _____