

# **RENEWAL OF ARTICULATION AGREEMENT**

Between

**Henry Ford College**

**AA in Liberal Arts**

and

**Eastern Michigan University  
College of Health and Human Services  
School of Social Work**

**BSW in Social Work**

September 2019

**RENEWAL OF  
ARTICULATION AGREEMENT BETWEEN  
Henry Ford College  
AA in Liberal Arts  
and  
Eastern Michigan University  
Bachelor of Social Work**

**Article I  
Agreement on Principle**

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Eastern Michigan University (EMU) and Henry Ford College (HFC) agree that students who choose to begin their studies at a community college and transfer to a university to earn a bachelor's degree should be provided with a smooth curriculum transition that minimizes loss of credit and duplication of coursework. Therefore, EMU and HFC agree to enter into this Articulation Agreement to facilitate the completion of the AA in Liberal Arts at HFC and the Bachelor of Social Work at EMU. Both parties enter into this Agreement as cooperating, equal partners who shall maintain the integrity of their separate programs. This agreement does not create an agency, partnership, joint venture, or employment relationship between the parties.

**Article II  
Agreement on Program Specifics**

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EMU and HFC agree that interested students may transfer the course credits indicated on the attached articulation guide toward a Bachelor of Social Work at EMU. Under this Agreement, EMU will waive the 60-hour rule and require that a minimum of 51 credit hours must be completed in courses offered by EMU, of which 15 hours must be in major/program requirements at the 300-level or above. A minimum of 124 total credits is required to graduate.

To use this Agreement students must apply and be admitted to EMU and to the BSW program. HFC students will receive equal consideration with other students seeking admission and financial aid.

The Michigan Transfer Agreement (MTA) requirements may be completed at the most appropriate time for the student whether before or after admission to EMU. If already on the transcript, the MACRAO designation will be accepted at EMU after summer semester 2019. Students who have not satisfied the MTA or MACRAO agreement must complete EMU's General Education Requirements as applied to transfer students. All other EMU graduation and program requirements must be satisfied whether by transferred courses, EMU courses, or approved substitutions or waivers.

For the purpose of this Articulation Agreement, both HFC and EMU agree to accept transferable courses from each other and from other regionally accredited institutions. Articulation guides will be provided to assist students in completing the articulated program of study. Each institution will determine the satisfaction of their individual program and degree requirements. HFC courses indicated with an \* on the articulation guide are required for EMU's program. Any substitutions for these courses must be approved by the EMU program coordinator if not already stated in the Agreement. In the case of a student who has accumulated credits before declaring this program, every effort will be made to maximize the use of credits already completed. All students using this Agreement will be encouraged to complete an associate degree, although it is not required. Students will be informed of reverse transfer

opportunities. Disputes regarding the transfer of courses may be appealed to the EMU Provost by contacting the Office of Community College Relations 734.487.6577.

### **Article III**

#### **Agreement on Communication**

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EMU and HFC agree to cooperate in communicating with each other and with their common and respective publics concerning the established relationship between the two institutions. Communication may include the development of various kinds of publications to inform those who might benefit personally or professionally from the opportunities provided by this Agreement. Faculty and staff at both institutions will share the information in this Agreement with interested and qualified students and both institutions will provide counseling and advising to students and prospective students. EMU will provide transfer student performance data to HFC officials annually through the Community College Transfer Student Report.

### **Article IV**

#### **Maintenance and Review Procedures**

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At least one administrative or faculty member from each institution will be appointed to act as agents for the implementation of this Agreement, to speak for the institutions and to communicate changes to respective faculty members, advisors, counselors, and others to whom the information is pertinent. Responsibility for oversight of this Agreement rests with the Director of Academic Affairs at HFC and the School Director for Social Work at EMU. Both parties agree to communicate annually in writing any changes in their respective programs that may affect this Agreement.

#### **Effective Date: September 1, 2019 until August 31, 2022.**

This is a renewal of an Agreement made in September 2016. This Agreement is consistent with the 2019-2020 catalog. Students have until summer 2027 to graduate from Eastern Michigan University following this Agreement. In the event that a student does not complete the program within seven years, they may be required to have their credits reevaluated using the requirements of the current articulation guide.

Termination: Either Party may terminate this Agreement without cause with 30 days written notice to the other, with the stipulation that students involved in programming at HFC or EMU pursuant to this Agreement at the time of termination shall be allowed to complete their training under the terms of the Agreement.

### **Article V**

#### **Concurrent Admission; Financial Aid**

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Federal regulations generally require that students receive financial aid from only a single institution from which courses are taken during a given quarter or semester. Accordingly, advisors should recommend that financial aid recipients take all their courses in a given quarter or semester at either HFC or EMU. If a College student attends both HFC and EMU in a single semester, financial aid may be granted from only one institution unless the parties enter into a separate written consortium agreement to allocate and distribute financial aid between HFC and EMU.

## Article VI

### Miscellaneous Provisions

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**Discrimination:** The Parties agree orientation that they will not discriminate against any student or participant because of race, color, age, sex/gender, sexual, gender identity, gender expression, religion, national origin, height, weight, marital status, disability perceived disability, political affiliation, familial status, veteran status, genetic or other characteristic protected by law in the performance of programs and services under this Agreement, consistent with federal and state laws and with the non-discrimination policies of each Party. Neither party will discriminate against any employee or applicant for employment (with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment) because of race, color, age, sex/gender, sexual orientation, gender identity, gender expression, religion, national origin, height, weight, marital status, disability, perceived disability, political affiliation, familial status, veteran status, genetic or other characteristic protected by law.

The Parties agree that they will provide appropriate accommodations and services for students with disabilities who are protected by the Americans with Disabilities Act and make sure that all of their programs are also accessible and comply with the Americans with Disabilities Act (ADA), Rehabilitation Act of 1974, World Wide Web Consortium's Accessibility Guidelines (W3CG) and any other applicable law or regulation.

**Notices:** Notices required under this Agreement shall be in writing and shall be sent registered mail or certified mail, return receipt requested. Such notices shall be addressed to the Parties at the addresses set forth below, or at such other address as may be specified by either Party. The Parties may otherwise communicate by email.

If to HFC:        Director, Academic Affairs  
Henry Ford College  
5101 Evergreen Rd.  
Dearborn, MI 48128  
[academicservices@hfcc.edu](mailto:academicservices@hfcc.edu)

If to EMU:        Director, Community College Relations  
Eastern Michigan University  
200 McKenny Hall  
Ypsilanti, MI 48197  
[ccr\\_office@emich.edu](mailto:ccr_office@emich.edu)

**Disputes.** The Parties agree to attempt best efforts to resolve disputes on an informal basis through meetings and discussions. Disputes that are not resolved at the informal level will be submitted to facilitation. If facilitation is unsuccessful, the Parties shall submit their dispute to binding arbitration in lieu of litigation and waive the right to file suit against the other. The arbitration shall be conducted in Dearborn, Michigan by a mutually acceptable arbitrator who shall determine which Party(ies) shall be responsible for paying the arbitrator's fee.

**Invalid Parts.** If any provision of this Agreement is declared by any court of competent jurisdiction to be invalid for any reason, such invalidity shall not affect the remaining provisions. On the contrary, such remaining provisions shall be fully severable, and this Agreement shall be construed and enforced as if such invalid provisions never had been inserted in this Agreement.

**Modifications.** This Agreement may only be modified by written instrument signed by both Parties hereto.

**Enforcement and Governing Law.** All matters relating to the validity, interpretation, performance or enforcement of this Agreement, and any claims arising from or related to this Agreement, will be governed by and construed in accordance with the laws of the United States of America, State of Michigan, without regard to the principle of conflict of laws.

**Indemnification.** Statutory and common law theories and principles of indemnification, contribution, and equitable restitution shall govern and apply to claims, actions, causes of action, costs, expenses and losses (including attorneys' fees) resulting from or caused by the actions or omissions of the parties or their employees pursuant to this Agreement.

**Entire Agreement.** This Agreement embodies the entire agreement of the Parties and supersedes all other verbal and/or written agreements, warranties, representations, or understandings entered into by the Parties and may only be modified by a written amendment executed by authorized signatories of both Parties.

**Counterparts.** This Agreement may be executed in counterparts which, when combined, shall constitute the entire agreement.

**ARTICULATION AGREEMENT RENEWAL BETWEEN**  
**Henry Ford College – AA in Liberal Arts**  
**Eastern Michigan University- Bachelor of Social Work**

Henry Ford College and Eastern Michigan University agree to the terms of this Agreement, which will be in effect from September 1, 2019 until August 31, 2022. The signatories below warrant they are authorized to enter into this Agreement on behalf of their respective Parties.

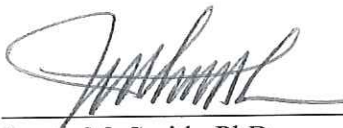
**Signatures**

**Henry Ford College**

**Eastern Michigan University**

  
\_\_\_\_\_  
Russell Kavalhuna, JD  
President

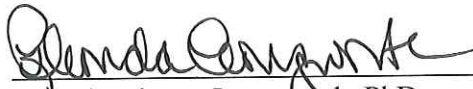
9-9-19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
James M. Smith, PhD  
President

7/21/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Michael Nealon, PhD  
Vice President of Academic Affairs

9/6/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Rhonda Kinney Longworth, PhD  
Provost & Executive Vice President  
Academic and Student Affairs

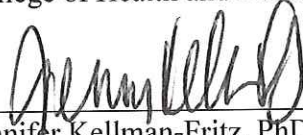
7/17/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Susan Shunkwiler, DNP, RN, CNM  
Dean, School of Health & Human Services

9/3/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Christine Karshin, PhD, Associate Dean  
College of Health and Human Services

7/2/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Jennifer Kellman-Fritz, PhD  
Interim Director, School of Social Work

7/2/19  
\_\_\_\_\_  
Date

## SOCIAL WORK ARTICULATION AGREEMENT GUIDE

Henry Ford College – AA in Liberal Arts

Eastern Michigan University – Bachelor of Social Work

**Henry Ford College Courses:****Eastern Michigan University Courses:****Michigan Transfer Agreement (MTA) Requirements (30 credits)**

Students with the MTA endorsement on their community college transcript have satisfied EMU's General Education Core Requirements and will be required to complete only the General Education Application Requirements of one Perspectives on a Diverse World course, one Learning beyond the Classroom experience, and a writing intensive course in the major. Courses listed below for the MTA also satisfy program requirements at EMU and/or HFC. For HFC approved MTA courses go to [HFC's website](#).

|                                                                                  |   |                                       |
|----------------------------------------------------------------------------------|---|---------------------------------------|
| 1. A course in English Composition                                               |   |                                       |
| Choose from the approved MTA list .....                                          | 3 | University Elective .....             |
| 2. A course in English Composition or Communication                              |   |                                       |
| Choose from the approved MTA list .....                                          | 3 | University Elective .....             |
| 3. A course in Mathematics                                                       |   |                                       |
| Choose from the approved MTA list .....                                          | 4 | University Elective .....             |
| 4. Two courses in Natural Sciences from different disciplines (one lab required) |   |                                       |
| Choose from the approved MTA list .....                                          | 8 | University Elective .....             |
| 5. Two courses in Humanities from different disciplines                          |   |                                       |
| Choose from the approved MTA list .....                                          | 6 | University Elective .....             |
| 6. Two courses in Social Sciences from different disciplines                     |   |                                       |
| * POLS 101 or 131 .....                                                          | 3 | PLSC 112 American Government.....     |
| * SOC 131 Introduction to Sociology .....                                        | 3 | SOCL 105 Introductory Sociology ..... |

If needed, complete additional credits in any of the above categories to meet the 30 credit minimum for the MTA.

EMU's Perspectives on a Diverse World requirement: Complete one course from the following list:

These courses also satisfy an MTA area: **Natural Science:** BIO 138 (non-lab); **Humanities:** ART 224, 225, 226, 227; ENG 243, 248; PHIL 201; WR 233, 236; **Social Science:** ANTH 131, 151, 152, 154; GEOG 132; HIST 113, 243, 261; PHIL 201; POLS 152; PSY 296; SOC 152, 251. This course applies, but does not satisfy the MTA: BBA 250

**HFC AA in Liberal Arts Program Requirements (30 credits)**

|                                                              |   |                                                          |   |
|--------------------------------------------------------------|---|----------------------------------------------------------|---|
| * ANTH 131 Introduction to Anthropology .....                | 3 | ANTH 135 Intro to Cultural Anthropology .....            | 3 |
| Choose one computer technology course .....                  | 3 | University Elective .....                                | 3 |
| * Choose any two courses other than ANTH 131 listed above in |   |                                                          |   |
| EMU's Perspectives on a Diverse World requirement .....      | 6 | SWRK Cross Cultural Elective .....                       | 6 |
| * HHS 100 Introduction to Social Work .....                  | 3 | SWRK 120 Intro to Social Work Serve & Prof Roles .....   | 3 |
| * PSY 131 Introductory Psychology .....                      | 3 | PSY 101 General Psychology Lecture .....                 | 3 |
| * PSY 251 Abnormal Psychology .....                          | 3 | PSY 360 Abnormal Psychology .....                        | 3 |
| * PSY 253 Lifespan Development .....                         | 3 | EDPS 325 Lifespan Human Growth & Development (4)-1 ..... | 3 |
| * Choose one from the following: AH 128 or 141 .....         | 3 | Social Work Elective .....                               | 3 |
| Choose additional 100 level or higher courses for AA .....   | 3 | University Electives .....                               | 3 |

**EMU Requirements and Electives that May be Taken at HFC or EMU (13 credits)**

|                                                        |    |                           |    |
|--------------------------------------------------------|----|---------------------------|----|
| Open Electives (not to exceed 73 credits at HFC) ..... | 13 | University Elective ..... | 13 |
|--------------------------------------------------------|----|---------------------------|----|

**Credits at HFC:.....73      Credits that transfer to EMU..... 73**

\* Required for EMU's Bachelor of Social Work program. If not transferred, must be completed at EMU.

**Sign up with us:** If you let us know you are using this articulation agreement we can stay in touch with you and provide information and advising to you while you are still at your community college.

## SOCIAL WORK ARTICULATION AGREEMENT GUIDE

Henry Ford College – AA in Liberal Arts

Eastern Michigan University – Bachelor of Social Work

### Admission Process for the Social Work Program at Eastern Michigan University

#### Program Admission Process:

1. Overall GPA of 2.3 or higher at time of admission to BSW program
2. Submission of an application which will be distributed in SWRK 251.
3. Completion of 40 hrs of post-high school volunteer, employment or internship experience in a human service setting.
4. Completion of introductory social work courses: SWRK 120, SWRK 200, SWRK 222, & SWRK 251 with grades of "C" or higher
5. Submission of a reflective essay completed in SWRK 251.
6. Meet with a BSW advisor to develop a Plan of Study and review progress to date

### Completion of the Social Work Program at Eastern Michigan University

#### Pre-Admission Requirements (7 credits)

|                       |                                            |   |
|-----------------------|--------------------------------------------|---|
| <sup>2</sup> SWRK 200 | Human Diversity & Social Justice .....     | 3 |
| <sup>2</sup> SWRK 222 | Social Welfare Policies & Services .....   | 3 |
| <sup>2</sup> SWRK 251 | Self-Assessment for Profession of SW ..... | 1 |

#### Major Requirements (44 credits)

|                         |                                                  |   |
|-------------------------|--------------------------------------------------|---|
| SWRK 315                | Theoretical Bases for Social Work Prac.....      | 3 |
| SWRK 317                | Foundations of Social Work Practice .....        | 3 |
| SWRK 318                | Practice I – Skill Integration Seminar .....     | 1 |
| <sup>3</sup> SWRK 319W  | Writing for Agency Practice.....                 | 3 |
| <sup>1</sup> SWRK 350L2 | Generalist SW Pract: Orgs & Communities... 3     |   |
| SWRK 405                | Analysis & Change of Soc Welfare Policies.. 3    |   |
| SWRK 408                | Generalist SW Pract: Individuals & Fam .....     | 3 |
| SWRK 409                | Generalist SW Pract: Groups .....                | 3 |
| SWRK 430                | Social Work Evaluation & Research.....           | 4 |
| SWRK 450                | Social Work Practice with Women & Girls.... 3    |   |
| SWRK 451                | Social Work Practice with People of Color .... 3 |   |
| <sup>1</sup> SWRK 488L4 | Field Experience I.....                          | 6 |
| <sup>1</sup> SWRK 489L4 | Field Experience II.....                         | 6 |

**Credits at EMU:..... 51**

**Transfer Credits:..... 73**

**Minimum Credits to Graduate:..... 124**

*Note: If fewer than 73 credits are transferred, additional credits must be completed at EMU to bring the program total to 124 credits.*

<sup>1</sup> Satisfies EMU's "Learning beyond the Classroom" requirement.

<sup>2</sup> SWRK 200, 222 and 251 are pre-requisites for all upper division SWRK courses.

<sup>3</sup> Satisfies EMU's Writing Intensive in the major requirement.

## SOCIAL WORK ARTICULATION AGREEMENT GUIDE

Henry Ford College – AA in Liberal Arts

Eastern Michigan University – Bachelor of Social Work

### Additional Information:

1. Each institution will determine the satisfaction of their individual program and degree requirements. Both institutions agree to accept transferrable courses from each other and from other regionally accredited institutions. HFC courses indicated with an \* are required for EMU's Bachelor of Social Work. Substitutions for these courses must be approved by the EMU program coordinator.
2. Students with the MTA endorsement on their community college transcript have satisfied EMU's General Education Core Requirements and will be required to complete only the General Education Application Requirements of one "Perspectives on a Diverse World" course, one "Learning Beyond the Classroom" experience, and a "Writing Intensive" course in the major. The Perspectives on a Diverse World requirement may be transferred to EMU.  
*To use the Michigan Transfer Agreement (MTA), students must have an official community college transcript, with the "MTA Satisfied" endorsement sent to EMU's Admissions Office. Students who do not have "MTA Satisfied" on their community college transcript, will be required to satisfy EMU's general education requirements as applied to transfer students. The MTA may be completed after admission to EMU, however, students should inform their advisors or they may be advised to complete additional courses for the general education program. If already on the transcript, the MACRAO designation will be accepted at EMU after August 2019.*
3. Only courses with a grade of "C" or better (2.0 on a 4.0 scale) will be accepted for transfer to either institution.
4. Under this Agreement, EMU will waive the 60-hour rule and require that a minimum of 51 credit hours must be completed at a four year institution, which at least 30 credits in EMU courses, with at least 15 hours in the program at the 300-level or above. Of the last 30 hours completed before graduating, a minimum of 10 credit hours must be in courses offered by EMU. A minimum of 124 credit hours, completed in-residence or accepted in transfer, is required for graduation.
5. Students must satisfy all admission requirements at the time of application for admission to EMU, including submitting transcripts from all previously attended colleges. HFC students will receive equal consideration with other students for course registration and financial aid.
6. Admission requirements:
  - Students must complete a Social Work Admissions application. These are distributed in SWRK 251.
  - Students must earn a grade of C or higher in the following pre-major social work classes: SWRK 120 (HFC HHS 101), SWRK 200, SWRK 222 and SWRK 251.
  - Students must complete a reflective essay in SWRK 251.
  - Students must earn a cumulative GPA of 2.3 or higher at the time of admission into the BSW program.
  - Students must complete 40 hours of volunteer service, internship experience, or employment within a human service setting.
7. Students are encouraged to contact EMU's Bachelor of Social Work program coordinator before applying to EMU. To facilitate advising and the evaluation of transcripts, [sign up for this articulation agreement](#) and bring a copy of this articulation guide to all advising sessions.

**Effective Date: September 1, 2019 until August 31, 2022.**

This is a renewal of an Agreement made in September 2016. This Agreement is consistent with the 2019-2020 catalog. Students have until summer 2027 to graduate from Eastern Michigan University following this Agreement. In the event that a student does not complete the program within seven years, they may be required to have their credits reevaluated using the requirements of the current articulation guide.

### Contacts:

#### Henry Ford College

Imad Nouri  
 A-117F  
 313.845.9750; [inouri@hfcc.edu](mailto:inouri@hfcc.edu)

#### Eastern Michigan University

Dave Evoy, BSW Student Service Coordinator  
 315 Marshall Building; ph. 734.487.6807; [devoy@emich.edu](mailto:devoy@emich.edu)  
 Website: <http://www.emich.edu/sw>