



ARTICULATION AGREEMENT

SIENA HEIGHTS UNIVERSITY And HENRY FORD COLLEGE

Siena Heights University, a Michigan nonprofit corporation, located at 1247 E. Siena Heights Drive, Adrian, MI 49221, with several Michigan degree completion centers and an online center, and **Henry Ford College**, located at 5101 Evergreen Rd, Dearborn, MI 48128, believe that collaborative programs benefit the community, employers, and students in their regions. It allows smooth transition for students transferring between institutions and maximizes allowable transfer of credits. Therefore, **Siena Heights University** and **Henry Ford College** agree to enter into this Articulation Agreement as cooperating educational institutions and will maintain the integrity of their separate programs. Referred to individually as (the “Party) and collectively as (the “Parties”).

PRINCIPLES OF AGREEMENT

Siena Heights University (hereafter known as (the “University) and Henry Ford College (the “HFC”) mutually agree to the following terms of the agreement (the “Agreement”) for University students meeting the qualifications and desiring to transfer.

1. Credit completed at HFC, will transfer towards a University baccalaureate degree according to the parameters below and the published transfer guide for the specific degree major.
2. To receive a baccalaureate degree from University, HFC students must complete the admissions and program requirements of the University program of study, as identified in University’s undergraduate catalog. Upon fulfillment of baccalaureate degree requirements, the degree conferred is a University degree.
3. Candidates must submit an official HFC transcript to University showing completion of HFC coursework (including completion and designation of an associate degree, where applicable). HFC coursework will be posted to the student’s University transcript after enrollment at University. Coursework will be posted in accordance with the University baccalaureate degree requirements and requisite transfer policies. HFC students transferring without an associate degree will have credits evaluated on a course- by- course basis. University advisors will assist HFC students with the transfer process.
4. No time limit (years) shall be placed on the acceptance of credit transferable from HFC to University unless there is a specific policy limitation identified by University.

5. HFC students transferring to University will be treated the same as native University students of equal class standing when applying for financial aid and when pre-registering for classes or accessing other student services.
6. University and HFC will ensure that they maintain accreditation with the appropriate regional accrediting body and ensure that all operations will be in keeping with accreditation requirements of the two institutions.
7. This Agreement will automatically renew. HFC and University will meet every three (3) years or sooner if needed, to review and/or amend this Agreement to maintain the integrity of each Party. Either Party may terminate this Agreement at any time by written notice of at least six (6) months in advance of the effective date of termination. All students currently enrolled will be allowed to complete their designated program of study at University.
8. Oversight of this Agreement, to represent the respective institutions and to communicate any necessary changes and updates to appropriate Parties as needed, rests with the Director of Academic Affairs at HFC and the Associate Director of Partnership Relations at University.
9. 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, either Party in writing may specify as. The Parties may otherwise communicate by email.

If to HFC: Michael Nealon, Ph.D
Vice President of Academic Affairs
Henry Ford College
5101 Evergreen Rd.
Dearborn, MI 48128
Email: maneon@hfcc.edu

If to University: Cindy Sutherland, MA
Associate Director of Partnership Relations
Siena Heights University
1247 E Siena Heights Dr
Adrian, MI 49221
Email: csutherl@sienaheights.edu

10. University and HFC agree to the development of joint promotional and communications efforts to graduates and current students. This may include, but is not limited to mailing materials, educational fairs, or classroom visits. Ongoing promotional opportunities will be reviewed and approved in writing between the appropriate representatives at each institution.
11. Each Party may provide on its website, a link to the partner institution's website.

12. Both institutions will provide counseling and advising to current and prospective students about their respective program of study and the transfer process between institutions.
13. To the extent permitted by applicable law, including the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232g, and its implementing regulations, 34 C.F.R. § 99.1 et seq., HFC and University will share data on student achievement to assess program effectiveness.
14. Each Party shall be separately responsible for compliance with all federal and state laws, including nondiscrimination laws. The Parties agree that they will not discriminate against any student or participant 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 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 all individuals 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 1973, applicable sections of the Michigan Handicappers Civil Rights Act (Act 220 of the Public Acts of 1976, as amended, being MCLA 37.1101 et seq.) and the Elliot-Larson Civil Rights Act (Act 453 of the Public Arts of 1976 as amended, being CMLA 37.2101 et seq.), and in particular, the provision that illegal discrimination by either Party may be considered a material breach of this Agreement.

15. Full time employees of HFC are eligible for a discounted tuition rate for undergraduate and graduate degrees. Students requesting the discount need to complete the application and verify full time employment at HFC.

16. 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 (is) shall be responsible for paying the arbitrator's fee.
17. 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.
18. Both Parties agree to communicate annually any curriculum changes or policies that affect the agreed-upon articulation agreement. Both parties reserve the right to amend or revise by mutual consent and in writing this agreement or to change curriculum, whenever feasible.
19. 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.
20. 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.
21. This Agreement may be executed in counterparts which, when combined, shall constitute the entire agreement.
22. 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.

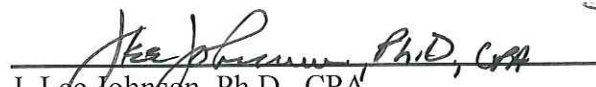



ARTICULATION AGREEMENT

SIENA HEIGHTS UNIVERSITY And HENRY FORD COLLEGE


Siena Heights University and Henry Ford College agree to the terms of this Agreement, which is effective ~~July 1, 2018~~ ^{October 25,} The signatories below warrant they are authorized to enter into this Agreement on behalf of their respective Parties.


For Siena Heights University


J. Lee Johnson, Ph.D., CPA
Senior Vice President


Sr. Peg Albert, O.P., Ph.D.
President

For Henry Ford College


Michael A. Nealon, Ph.D.
Vice President of Academic Affairs


Russell Kavalhuna, J.D., A. T. P.
President



ARTICULATION AGREEMENT-2018
Siena Heights University at Henry Ford College
Baccalaureate Degree Offerings

(See degree transfer guides for specific course requirements and equivalencies)

HFC Associate Degree
Associate of Business

UNIVERSITY Major
Bachelor of Business Administration

ARTICULATED PROGRAMS AT SIENA HEIGHTS UNIVERSITY

Candidates, for a University academic program of study, are required to complete the specific degree requirements for that program as outlined in University's undergraduate academic catalog. Candidates are required to present official transcripts from HFC and any additional institution(s) attended, where applicable, and fulfill the admissions requirements, as identified, for the respective programs. The completed coursework (including degrees, where applicable) will be accepted by University following the admissions and academic policies of University.

SIENA HEIGHTS UNIVERSITY GENERAL DEGREE REQUIREMENTS

- The baccalaureate degree requires at least 120 semester hours for completion.
- For the above programs noted, a thirty-three (33) semester hour "residency" must be earned at University. Residency is fulfilled through online and/or on-campus courses.
- Thirty (30) semester hours must be earned at the junior/senior level (300/400), where 15 of the 30 semester hours at the 300/400 level must be earned at University.
- Students must fulfill all requirements of the University academic major and (optional) concentration.
- The cumulative grade point average must be a minimum 2.0 to transfer into the University degree program. A minimum 2.50 University cumulative grade point average is required to complete any business-related academic major.
- Up to eighty-seven (87) semester hours of credit may be applied to a University baccalaureate degree. This includes six (6) credits in developmental classes, four (4) credits in physical education classes, CLEP and any prior learning credit earned within the degree at OCC.
- Courses with the grade of C (2.0) and above will transfer to University. The grade of a D will transfer provided the course was completed *within* a conferred degree (e.g., associate degree). A transfer grade of a D cannot apply to fulfill University major requirements.
- Students must fulfill all University liberal arts requirements and proficiency requirements in mathematics.



Articulation Guide
Siena Heights University - Bachelor of Business Administration
Henry Ford College– Associate Degree in Business Administration

HFC Degree Requirements		Transfer to UNIVERSITY as:
<u>English</u>		
ENG 131	3	ENG 101
ENG 132	3	ENG 102
		6 semester hours meets liberal arts requirement
<u>Information Technology</u>		
CIS 100	3	General elective credit
<u>Mathematics</u>		
MATH 141	4	Meets proficiency, liberal arts and major requirements
<u>Communication/Speech</u>		
SPC 131	3	General elective credit
<u>Business/Economics</u>		
BAC 131	4	ACC 203
BAC 132	4	ACC 204
BBA 131	4	BAM 101
BEC 152	3	ECO 221
BEC 151	3	ECO 222
BLW 253	4	Business elective
<u>Electives</u>		
Choose 22 semester hours		General elective credit
Total credits for HFC- AB		60
Additional Electives that can be taken at HFC		27
<u>Recommended Courses:</u>		
BCA 140 or 145		BAM 210
BCA 152		BAM 211
BBA 133		BAM 201
Any 3 credit PSY/SOC course		Meets liberal arts
Any 3 credit Business course		General elective credit
12 semester hours of above 100 level courses. No more than 4 semester hours of physical education courses.		
Total possible transfer from HFC		87
University degree		33
Total for BAS degree		120



Articulation Guide
Siena Heights University - Bachelor of Business Administration
Henry Ford College– Associate Degree in Business Administration

HFC	UNIVERSITY degree requirements:
	<u>Liberal Arts Requirements</u>
	LAS 301 – The Adult Learner 3
	Philosophy or Religious Studies 3
	LAS 401 – Senior Seminar 3
	Section Total 9
	<u>Cognate Requirements</u>
	ACC 203- Principles of Acct I 4
	ACC 204 - Principles of Acct II 4
	Choose 3 of the 4:
	BAM 210-Bus Applications Software 1
	BAM 211-Bus Visual & Media 1
	BAM 212-Bus Publication Design 1
	BAM 213-Internet & Bus Applications 1
	ECO 221- Microeconomics 3
	ECO 222-Macroeconomics 3
	MAT 143 – Intro to Statistics 3
	Section Total 20
	<u>Core Requirements</u>
	BAM 101-Intro to Business OR
	MGT 440 – Small Business Management 3
	BAM 201 – Business Communications OR
	BAM 441 – Managerial Communications 3
	FIN 340 – Managerial Finance 3
	MGT 302 – Management Principles & Cases 3
	MKT 310 – Marketing Principles & Cases 3
	BAM 479 – Strategic Management 3
	Section Total 18
	<u>Elective Requirements</u>
	Business electives, 12 semester hours need to be at the 300/400 level.
	MGT and MKT validators required for transfer courses equivalent to MGT 302 and MKT 310. 15
	Section Total 15
	Minimum 33 semester hours need to be taken at University.
	No “D” transfer grades in major.
	All students must maintain a cumulative 2.50 grade point average in the major.
No transfer, must take at UNIVERSITY	
Met with BAC 131	
Met with BAC 132	
Can transfer BCA 140 or 145	
Can transfer BCA 152	
*will need 1 University course for 1 semester hour	
Met with BEC 152	
Met with BEC 151	
Met with MAT 141	
Met with BBA 131	
Can transfer BBA 133	
Remaining courses completed at University.	
A three (3) semester hour course in Business, Accounting, Economics, Finance, Management or Marketing can transfer.	



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SIENA HEIGHTS UNIVERSITY CONTACT INFORMATION:

Siena offers over a variety of majors and a number of baccalaureate degrees, both completely online and on-campus. University also offers completely online and on-campus graduate programs. University does not offer all degrees and/or majors at all site locations. Consultation with an academic advisor will assist students in the development of their degree plan.

Completely Online and other Degree Completion Centers in Michigan:

HFC students are welcome to complete their University baccalaureate degree at any of its degree completion centers located in Michigan, or through our Online Program. Nearby physical campuses, include a stand-alone center in Southfield, MI, or on the campus of Lansing Community College.

Please consult the University website for locations: <http://sienaheights.edu/Locations.aspx>.

Adrian—Main Campus

Those students interested in completing their baccalaureate degree through a residential experience should contact the Adrian Campus Admissions Office at 800-521-0009, ex. 7180.

NOTE: Admissions criterion for the College of Arts and Sciences on the Adrian Campus are different from those of University's online and off-campus, degree completion locations. <http://sienaheights.edu/Locations/Adrian-Main-Campus>

Graduate College

Siena Heights University also offers online and on-campus graduate programs upon completion of the baccalaureate degree. Please consult the University website for more information about our Graduate College: <http://sienaheights.edu/Academics/Graduate-College>.