



ARTICULATION AND GENERAL STUDIES COMMITTEE TRANSFER GUIDE AND TRANSFER AGREEMENT

Institution Currently Attending: Lawson State Community College

Major: Business Education: Middle/High School

Date Printed: 03/10/2009

This Transfer Guide and Transfer Agreement was compiled for:

ssample@lawsonstate.edu
Student Sample
123 abc way
birmingham, al 35221

The information on this Transfer Guide and Transfer Agreement has been approved by the Alabama Articulation and General Studies Committee (AGSC) for students who intend to pursue a bachelor's degree in the major listed above. Your institution may not offer every course listed on this guide. In addition, not all four-year institutions will offer the major which you are interested in pursuing. For a listing of schools which do offer the major listed above and who will accept the course work listed on this guide, see the section at the end of the guide titled "INSTITUTIONS WITH BACHELOR'S DEGREE PROGRAMS IN THE CHOSEN MAJOR."

INSTRUCTIONS TO TRANSFER STUDENTS:

1. Read the entire Transfer Guide and Transfer Agreement carefully.
2. Print and keep a copy of this Transfer Guide and Transfer Agreement for verification purposes. (Students must have a copy of this document upon transfer.)
3. Meet with your advisor or counseling office to discuss this information.
4. In order to obtain a complete transfer agreement, you **MUST** also print the Area V page for the major from the receiving institution to which you plan to transfer. The Area V page gives you additional information about institution recommendations in AREAS I-IV and specific requirements not specified in AREA V on the AGSC guide. The total transfer agreement consists of (a) the AGSC Transfer Guide and Transfer Agreement and (b) the Area V page from the institution. The most effective way to access the institution page to click on the receiving institution(s) of your choice listed at the bottom of this guide under the

section titled "INSTITUTIONS WITH BACHELOR'S DEGREES IN THE CHOSEN MAJOR." (NOTE: Many institutions are still developing their Area V pages; contact them directly if you cannot find the necessary information.)

SPECIAL NOTE: Any attempt to modify, change, or alter information on this document through electronic or other means would make this document null and void. Any course work taken for transfer would then have to be evaluated on a course-by-course basis by the receiving institution.

AREA I - WRITTEN COMPOSITION (6 SH)

All students are required to complete a two-course sequence in Written Composition.

<u>ENG 101</u>	Written Composition I	3SH
<u>ENG 102</u>	Written Composition II	3SH

AREA II - HUMANITIES AND FINE ARTS (12 SH)

Students must complete a 6 SH sequence in either literature (AREA II) or history (AREA IV).

Choose at least 3 SH in literature from the approved list below.

NOTE: Students may not select more than 6 SH of literature for AREA II.

<u>ENG 251</u>	American Literature I	3SH
<u>ENG 252</u>	American Literature II	3SH
<u>ENG 261</u>	English Literature I	3SH
<u>ENG 262</u>	English Literature II	3SH
<u>ENG 271</u>	World Literature I	3SH
<u>ENG 272</u>	World Literature II	3SH

Students must complete a 3 SH course in the ARTS. Choose from courses below with an (A) designation. NOTE: Students may not select more than 6 SH of ART for AREA II.

<u>ART 100</u>	Art Appreciation (A)	3SH
<u>ART 203</u>	Art History I (A)	3SH
<u>ART 204</u>	Art History II (A)	3SH
<u>HUM 130</u>	Mankind and His Art (A)	3SH
<u>IDH 110</u>	Renaissance to Romantic Rebellion (A)	3SH
<u>MUS 101</u>	Music Appreciation (A)	3SH
<u>THR 120</u>	Theatre Appreciation (A)	3SH

<u>THR 126</u>	Introduction to Theatre (A)	3SH
----------------	-----------------------------	-----

Students must take 3 SH in public speaking:

<u>SPH 106</u>	Fundamentals of Oral Communication	3SH
<u>SPH 107</u>	Fundamentals of Public Speaking	3SH

**Any remaining hours in AREA II should be chosen from the approved list below.
Total hours in AREA II should equal 12 SH.**

<u>FRN 101</u>	Introductory French I	4SH
<u>FRN 102</u>	Introductory French II	4SH
<u>FRN 201</u>	Intermediate French I	3SH
<u>FRN 202</u>	Intermediate French II	3SH
<u>GRN 101</u>	Introductory to German I	4SH
<u>GRN 102</u>	Introductory to German II	4SH
<u>GRN 201</u>	Intermediate German I	3SH
<u>GRN 202</u>	Intermediate German II	3SH
<u>HUM 101</u>	Introduction to Humanities	3SH
<u>HUM 102</u>	Introduction to Humanities	3SH
<u>HUM 299-01</u>	PTK Honors Course I	1SH
<u>HUM 299-02</u>	PTK Honors Course II	1SH
<u>HUM 299-03</u>	PTK Honors Course III	1SH
<u>IDH 106</u>	Classical & Medieval Concepts: Man & the Universe	3SH
<u>IDH 208</u>	Creative Forces in the Modern World	3SH
<u>IDH 214</u>	Interdisciplinary Seminar: Science & Human Values	1SH
<u>IDS 102</u>	Ethics	3SH
<u>JPN 101</u>	Introductory Japanese I	4SH
<u>JPN 102</u>	Introductory Japanese II	4SH
<u>PHL 106</u>	Introduction to Philosophy	3SH
<u>PHL 206</u>	Ethics and Society	3SH
<u>REL 100</u>	World Religions	3SH
<u>REL 151</u>	Survey of the Old Testament	3SH
<u>REL 152</u>	Survey of the New Testament	3SH
<u>SPA 101</u>	Introductory Spanish I	4SH
<u>SPA 102</u>	Introductory Spanish II	4SH
<u>SPA 201</u>	Intermediate Spanish I	3SH
<u>SPA 202</u>	Intermediate Spanish II	3SH
<u>SPH 116</u>	Introduction to Interpersonal Communication	3SH

AREA III - NATURAL SCIENCES AND MATHEMATICS (11 SH)

**Select 8 SH from the following lists of courses:
[NOTE: Courses must have corresponding laboratories.]**

<u>AST 220</u>	Introduction to Astronomy	4SH
* <u>BIO 101</u>	Introduction to Biology I	4SH
* <u>BIO 102</u>	Introduction to Biology II	4SH
* <u>BIO 103</u>	Principles of Biology I	4SH
* <u>BIO 104</u>	Principles of Biology II	4SH
* <u>CHM 104</u>	Introduction to General Chemistry	4SH
* <u>CHM 105</u>	Introduction to Organic Chemistry	4SH
* <u>CHM 111</u>	College Chemistry I	4SH
* <u>CHM 112</u>	College Chemistry II	4SH
<u>GEO 101</u>	Principles of Physical Geography I	4SH
<u>GEO 102</u>	Principles of Physical Geography II	4SH
<u>GLY 101</u>	Introduction to Geology I	4SH
<u>GLY 102</u>	Introduction to Geology II	4SH
<u>IDH 107</u>	Discovery: Questions, Hypotheses & Experiments	4SH
<u>IDH 109</u>	Contemporary Problems in Science & Technology	4SH
<u>PHS 111</u>	Physical Science I	4SH
<u>PHS 112</u>	Physical Science II	4SH
<u>PHY 120</u>	Introduction to Physics	4SH
* <u>PHY 201</u>	General Physics I	4SH
* <u>PHY 202</u>	General Physics II	4SH
* <u>PHY 213</u>	General Physics with Calculus I	4SH
* <u>PHY 214</u>	General Physics with Calculus II	4SH

Select 3 SH from the following list of courses:

<u>MTH 112</u>	Precalculus Algebra	3SH
<u>MTH 113</u>	Precalculus Trigonometry	3SH
<u>MTH 115</u>	Precalculus Algebra & Trigonometry	4SH
<u>MTH 120</u>	Calculus and Its Applications	3SH
<u>MTH 125</u>	Calculus I	4SH
<u>MTH 126</u>	Calculus II	4SH
<u>MTH 227</u>	Calculus III	4SH
<u>MTH 237</u>	Linear Algebra	3SH
<u>MTH 238</u>	Applied Differential Equations I	3SH

*NOTE (CHOICE RESTRICTIONS): If you take BIO 103, you cannot take BIO 101. If you take BIO 104, you cannot take BIO 102. If you take CHM 111, you cannot take CHM 104. If you take CHM 112, you cannot take CHM 105. If you take PHY 213, you cannot take PHY 201. If you take PHY 214, you cannot take PHY 202.

AREA IV - HISTORY, SOCIAL, AND BEHAVIORAL SCIENCES (12 SH)

Students must complete a 6 SH sequence in either literature (AREA II) or history (AREA IV).

Choose at least 3 SH in history from the approved list below.

NOTE: Students may not select more than 6 SH of history for AREA IV.

<u>HIS 101</u>	History of Western Civilization I	3SH
<u>HIS 102</u>	History of Western Civilization II	3SH
<u>HIS 121</u>	World History I	3SH
<u>HIS 122</u>	World History II	3SH
<u>HIS 201</u>	United States History I	3SH
<u>HIS 202</u>	United States History II	3SH

The remaining hours in AREA IV should be chosen from the approved list below.
Total hours in AREA IV should equal 12 SH.

<u>ANT 200</u>	Introduction to Anthropology	3SH
<u>ANT 210</u>	Physical Anthropology	3SH
<u>ANT 220</u>	Cultural Anthropology	3SH
<u>ANT 226</u>	Culture and Personality	3SH
<u>ANT 230</u>	Introduction to Archaeology	3SH
<u>ECO 231</u>	Principles of Macroeconomics	3SH
<u>ECO 232</u>	Principles of Microeconomics	3SH
<u>GEO 100</u>	World Regional Geography	3SH
<u>GEO 201</u>	Principles of Human Geography	3SH
<u>IDH 206</u>	Political & Intellectual Forces 20th Century	3SH
<u>POL 200</u>	Introduction to Political Science	3SH
<u>POL 211</u>	American National Government	3SH
<u>PSY 200</u>	General Psychology	3SH
<u>PSY 210</u>	Human Growth & Development (PSY 200 Prereq.)	3SH
<u>SOC 200</u>	Introduction to Sociology	3SH
<u>SOC 210</u>	Social Problems	3SH

AREA V - PRE-PROFESSIONAL, MAJOR, AND ELECTIVE COURSES (19-23 SH)

Students transferring into 120 SH programs should take the following (9 SH):

<u>BUS 241</u>	Introduction to Accounting I	3SH
<u>BUS 242</u>	Introduction to Accounting II	3SH

BUS 261	Business Law I	3SH
---------	----------------	-----

Students transferring into 128 SH programs should also take:

CIS 146	Microcomputer Applications	3SH
---------	----------------------------	-----

The remaining hours in Area V must be fulfilled by the requirements of the institution to which the student plans to transfer. Please refer to the institutional home page or catalog for a major in Middle/High School Business Education.

INSTITUTIONS WITH BACHELOR'S DEGREE PROGRAMS IN THE CHOSEN MAJOR

The institutions listed below offer bachelor's programs in the chosen major. They have agreed to accept the course work listed on this guide for Areas I-V upon transfer to their respective institution providing that you have taken the courses as directed, and the student chooses to pursue a bachelor degree in the chosen major. **In order to obtain complete transfer agreement you MUST also print the Area V page for the major from the institution to which he/she plans to transfer.** (NOTE: If you are unable to locate the additional AREA V information from the receiving institutions Area V page, contact the institution contact person who works with transfer students and request the additional information.)

Institution Home Page	Area V Page	Transfer Assistance Page
<u>Alabama A&M University</u>	<u>Area V Page</u>	<u>Transfer Assistance Page</u>
<u>Alabama State University</u>	<u>Area V Page</u>	<u>Transfer Assistance Page</u>
<u>Auburn University</u>	<u>Area V Page</u>	<u>Transfer Assistance Page</u>
<u>University of North Alabama</u>	<u>Area V Page</u>	<u>Transfer Assistance Page</u>

Alabama Articulation and General Studies Committee

TRANSFER AGREEMENT

(Adopted 8/14/1998--Amended 7/11/2003)

Date Printed: 03/10/2009

Major: Business Education: Middle/High School

Sending Institution: Lawson State Community College

User Information:

ssample@lawsonstate.edu
Student Sample
123 abc way
Birmingham, AL 35221

The Alabama Articulation and General Studies Committee (AGSC) appreciates your interest in attending public institutions of higher education in the State of Alabama. The AGSC was created in an effort to improve and monitor the transfer of coursework between public institutions in the state. If you are considering a transfer, use the attached guide when making course decisions. Failure to follow the requirements on the attached guide may result in loss of course credit upon transfer.

This agreement guarantees the transferability of the course work listed on the attached guide among institutions of higher education. The same policies must be applied to transfer students as those applied to native students. This guarantee is subject to the following recommendations and restrictions:

1. The attached guide will be honored by all other Alabama public institutions of higher education that offer a program in the specified discipline for a period of four years from the date of printing by the student as recorded on the guide. The students will be graduated under the catalog in effect on this date at the institution to which he or she is transferring unless the student is given and accepts the opportunity to be placed under a more recent catalog or unless a change in the program is mandated by requirements of an external accrediting agency or other regulatory agency, including, but not limited to, the State Department of Education, ACHE, SACS, NCATE, or CLN. In the case of any changes resulting from new requirements of an external accrediting agency and/or other regulatory agency, the transfer student will be affected in the same manner as students native to the university. The students should keep a copy of this guide for verification purposes.
 2. When a course sequence is required, it is recommended that students complete the sequenced courses at one institution.
 3. This guide remains valid and is guaranteed only if the student continues in the major specified in this transfer agreement.
 4. Completion of coursework listed on this guide does not guarantee admission to any public institution of higher education in Alabama; nor to the major specified in this agreement; nor to any specific field of study. Students must be officially admitted according to the admission requirements as established by the receiving institution.
 5. Transferability of CLEP credit and advanced placement credit is left up to the discretion of the receiving institution.
 6. The transfer of D grades will be in accordance with the policy of the receiving institution. The same policies must be applied to transfer students as those applied to native students.
 7. Any attempt to modify, change, or alter any part of this guide through electronic or other means would make this agreement null and void.
 8. The total number of hours required of a transfer student who has complied with the requirements of the articulation guide for a degree in a particular major field at the receiving institution shall not exceed the number of hours required of a native student at the receiving institution in the same program.
 9. If only a fractional part of Areas I-V is completed at the sending institution, the receiving institution shall give full credit for those hours taken. This means that credit earned toward Areas I-V for a particular major will be applied by the receiving institution to Areas I-V in that same major.
 10. If the template/transfer guide has not mandated specific courses in Areas II-IV, students who plan to transfer will choose from among the AGSC-approved courses for those areas.
- *It is the expectation of the Articulation and General Studies Committee (AGSC) that questions/issues pertaining to student transfer of academic credit will be resolved by the institution's transfer appeals person who was appointed by his/her President or Chancellor to manage transfer credit matters. **To view Institutional Transfer Appeals Persons [CLICK HERE](#). To view the Appeals Process [CLICK HERE](#).***

