

**TRANSFER AGREEMENT
BETWEEN
GARRETT COLLEGE
AND
WEST LIBERTY UNIVERSITY
GARY E. WEST
COLLEGE OF BUSINESS
NOVEMBER, 2012**

PURPOSE OF THIS AGREEMENT

This transfer agreement establishes a seamless, friendly agreement between Garrett College (Garrett) and West Liberty University (WLU) for the academic program within WLU's Gary E. West College of Business. It is designed to provide students the opportunity to pre-plan their college careers and to facilitate the transfer process from the Associate of Arts in Business Administration program at Garrett to the Bachelor of Science in Business Administration (BSBA) degree program from the Gary E. West College of Business at West Liberty University.

MINIMUM STANDARDS FOR STUDENTS WITH AN ASSOCIATE DEGREE

- Students must have a minimum cumulative Garrett grade point average (GPA) of at least 2.0.
- Students are encouraged to meet with an academic advisor at West Liberty prior to their first semester to discuss their transition and any particular issues relating to their desired program of study.
- West Liberty will accept credits earned toward the Associate degree in Business up to a maximum of 72 credits.
- Specific course requirements for selected programs must be fulfilled as stipulated in each academic program's curriculum matrix.
- Students must have at least 128 hours of academic work with a minimum overall GPA of 2.0 in order to be awarded an undergraduate degree from West Liberty with 56 hours from a 4 year institution and applicable to the major degree requirements.
- To graduate all students must meet the "General Requirements for Graduation" outlined in the West Liberty Bulletin (available online at <http://www.westliberty.edu/registrar/college-catalog/west-liberty-university-bulletin/>).
- To be considered for transfer credit, a grade of "C" or better in Eng 101, Eng 102 & Com 101 is required.
- Students are required to complete the following College of Business core courses: Please see attachment
- Students who graduate from Garrett with the Associate of Arts degree and a minimum cumulative grade point average of 2.0 and who also meet West Liberty's conduct standards are eligible for admission into the Gary E. West College of Business at West Liberty University.

Garrett College students, who enter West Liberty with at least 60 credits from the attached curriculum matrix, maintain full-time enrollment of 15 – 18 credits, register for recommended courses, and earn grades of "C" or higher will fulfill graduation requirements for the BSBA degree at West Liberty in 4 semesters at WLU. Also Please see: <http://www.westliberty.edu/registrar/college-catalog/west-liberty-university-bulletin/>.

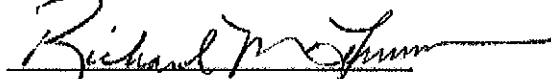
Students who follow the Transfer Articulation Guidelines will typically enter West Liberty with full junior class status. Students who are not able to complete all prerequisites prior to their desired semester of enrollment may still be considered for admission.

MUTUAL TERMS AND CONDITIONS

- A. **Term of the Agreement.** This agreement shall be in effect for five (5) years from the date of signature and will be reviewed annually.
- B. **Termination of the Agreement.** Garrett College and West Liberty University may terminate this agreement for any reason or without reason with ninety (90) days written notice from either party.
- C. **Nondiscrimination.** The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, and national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions on the Americans with Disabilities Act.
- D. **Modification of Agreement.** This agreement shall only be modified in writing, with the signed authorization of Garrett College and West Liberty University.
- E. **Promotion of Agreement.** Both parties have the right to use this agreement and the name of Garrett College and West Liberty University in all promotional activities including college catalogs and recruitment or advisement activities.
- F. **Liability.** Neither of the parties shall assume any liabilities of the other. As to liability to each other or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this contract.
- G. **Entire Agreement.** This agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regard to this relationship. Any changes, corrections or additions to this contract shall be in writing in the form of a supplemental agreement signed by all appropriate parties and setting forth therein the proposed change, correction or addition. This agreement between Garrett and the Gary E. West College of Business does not affect any other agreements between Garrett and WLU.

Representatives from both institutions will confer at least on an annual basis to evaluate the success of this agreement. Should content change occur in a transferable course, the institution making the change agrees to notify the other institution in writing so that this agreement can be re-evaluated. Notice of changes shall be provided at least 45 days prior to the beginning of the semester in which change is implemented. Any program changes will be identified and incorporated into subsequent agreements.

APPROVED FOR
GARRETT COLLEGE


President

12/13/12

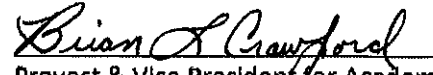
Date


Interim Dean of Instruction

12/12/12

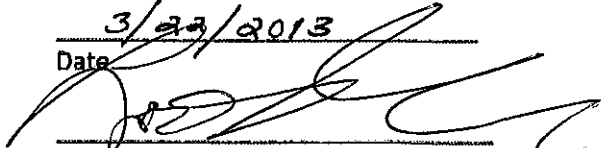
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APPROVED FOR
WEST LIBERTY UNIVERSITY


Provost & Vice President for Academic Affairs

3/22/2013

Date


Dean, Gary E. West College of Business

12-14-12

Date

Degree Requirements for a B.S. in Business Administration in the Gary E. West College of Business at West Liberty University

General Studies: 45 credit hours

(Required for Graduation)

Communications: 9 credits

6 credits of English Composition

3 credits of Oral Communications (Speech)

Mathematics: 3 credits

3 credits of Mathematics (West College of Business requires College Algebra or Calculus)

Natural Sciences: 8 credits

4 credits of Biology

4 credits of Physical Science

Fine Arts/Humanities: 9 credits

3 credits of Fine Arts

3 credits of Literature

3 credits of either Philosophy, Religion, or a Foreign Language

Social and Behavioral Sciences: 12 credits

3 credits of History

Pick 3 of the 4 following subjects:

3 credits of Geography

3 credits of Political Science

3 credits of Psychology

3 credits of Sociology

Wellness/Physical Education: 4 credits

1 or 2 credits of PE

2 or 3 credits of Health Education

Students will need to consult with the West College of Business Academic Advisor and an Admissions Representative from West Liberty University to see which courses can be transferred to fulfill General Studies Requirements at WLU.

Business Studies Core Requirements: 41 credit hours

(Required for All Business Majors)

WLU Course	Credits	Garrett College	Credits
ECON 101 Principles of Macroeconomics	3	ECN 201 Economics I (Macro)	3
ECON 102 Principles of Microeconomics	3	ECN 202 Economics II (Micro)	3
ACC 224 Principles of Financial Accounting	3	ACC 210 Financial Accounting	3
ACC 225 Principle of Managerial Accounting	3	ACC 213 Managerial Accounting	3
CIS 270 Intro to Computer Systems	2	CIS 105 Intro to Computers	3
CIS 271 Practical Computer Applications	2	CIS 122 Spreadsheet Applications CIS 123 Database Applications	6
GBUS 280 Business Statistics	3	MAT 210 Introductory Statistics	3
GBUS 344 Legal Environment of Business I	3	BUS 203 Business Law	3
FIN 300 Principles of Finance	3	Upper-Level Course	Will take at WLU
GBUS 303 Quantitative Business Analysis	3	Upper-Level Course	Will take at WLU
GBUS 222 Business Communications and Professional Development I	2	Upper-Level Course	Will take at WLU

GBUS 322 Business Communication and Professional Development II	2	Upper-Level Course	Will take at WLU
MKT 331 Principles of Marketing	3	Upper-Level Course	Will take at WLU
MGT 350 Principles of Management	3	Upper-Level Course	Will take at WLU
MGT 498 Management, Policy, and Strategy	3	Senior Capstone Course	Will take at WLU

Additional Notes:

- BUS 101 – Intro to Business (3 credits) can be transferred in as an Elective course
- Students must take both CIS 122 and CIS 123 to receive credit for CIS 271 at WLU
- All Business Specialization area courses will be taken at West Liberty University (33 credits)
- The Gary E. West College of Business offers Specializations in:
 - Accounting
 - Computer Information Systems
 - Tourism and Event Management
 - Finance
 - General Business
 - Health Services Management
 - Management
 - Marketing
 - Sports Management
- For business credits to transfer to WLU, students must receive a “C” or better in that course