

**Morris Brown College and Technical College System of Georgia Institutions  
Transfer Articulation Agreement  
AAS Business Management- BS Organizational Management  
AAS Hotel/Restaurant/Tourism Management- BS Hospitality Management  
September 2022**

**Introduction**

This agreement formally recognizes that Morris Brown College (MBC) and the Technical College System of Georgia's (TCSG) institutions are active educational partners in providing educational opportunities for currently enrolled and potential students. Agreement to this partnership requires a commitment by all participating institutions of the Technical College System of Georgia to serve and facilitate a student's ability to transfer into a degree program without jeopardizing the intended mission and stated goals of all participating institutions.

**Admission Guidelines**

**Guaranteed Admission**

TCSG graduates will receive automatic admission as degree-seeking students to MBC under this agreement if they fulfill the following requirements:

- TCSG students who complete an Associate of Science or an Associate of Applied Science Degree at a TCSG institution and who meet all other admission requirements and deadlines pertaining to application for admission, orientation and registration, and payment of tuition and fees shall be eligible for admission to MBC. Transfer students from participating TCSG institutions must meet the same standards and criteria for admission to a major degree sequence as a native MBC student. They will abide by the policies and procedures, along with any revisions thereof that apply to all students at that institution.
- Admission to MBC under this agreement may not guarantee admissions to a specific degree program that has additional requirements for admissions (Bachelor of Arts in Music). Students interested in enrolling in this program should contact the Academic Department Chair within the Department of Music to confirm prerequisites and other criteria prior to admission to MBC.
- Classes with a grade D or below cannot be transferred for credit. Also, if any courses are repeated, the course grades will include the latest final grade in calculating the admission grade point average.
- TCSG students have submitted an application for admission, official transcripts, and Free Application Federal Student Aid (FAFSA).
- Students may request to defer enrollment for up to one year but could be impacted by MBC's capacity for the desired term of enrollment.
- Students must be in good academic and conduct standing with the TCSG participating institutions.

- Any TCSG student who previously attended MBC and left not having met the good academic or conduct standing guidelines will have to submit an appeal to the MBC Student Conduct Officer prior to having an admission decision rendered.
- If a non-US citizen or permanent resident, they must earn a TOEFL score of 500 on the paper exam and 173 on the computerized exam or the International English Language Testing System (IELTS) with a minimum score of 4.5 is required, if English is not the student's native language. Tests will not be required if a student comes from a country where English is the official language.
- The application fee shall be waived for any TCSG students who seek admission under this agreement.

### **Financial Aid**

Students must submit the FAFSA to receive consideration for any federal, state, and institutional financial aid.

- MBC will provide financial literacy and support services, based on available funding, to eligible students consistent with the institutional policies, which are available on the Financial Aid webpage at: <https://www.morrisbrown.edu/enrollment-management/financial-aid/index.php/>. Please note that only U.S. citizens or eligible non-citizens are considered for institutional aid.

### **Scholarship Opportunities**

TCSG transfer students who have the required grade point-average and meet all other requirements of the MBC and MBC affiliated organizations, based on available funding, will be eligible for scholarship support.

### **Student Advising**

MBC will provide transfer evaluation and advising to TCSG students through on-site institution visits, virtual, and/or telephone advising by the Center for Academic Advising and Student Success. Additionally, faculty advising by discipline will be available to future transfer students prior to and once matriculated at MBC. Informational materials for potential transfer students will be available at TCSG institutions to facilitate the transfer process. Occasionally, MBC Office of Admissions and Recruitment personnel will visit TCSG institutions to educate and inform TCSG students about MBC. MBC and the participating institutions will coordinate and schedule these visits, as needed.

TCSG colleges will receive a list of students not accepted to MBC for recruitment purposes.

### **Agreement on Articulated Courses**

This agreement is specifically for TCSG students completing the Business Management AAS for MBC's BS Organizational Management program and for TCSG students completing the Hotel/Restaurant/Tourism Management AAS for MBC's BS Hospitality Management program

included in this document. A minimum grade of "C" or above will be required for all transfer courses, and any other courses designated by specific majors in accordance with their program requirements.

No student may transfer more than 75% of the credit required for a Baccalaureate degree. Participating institutions are committed to advising students accordingly so that credit earned is applied appropriately to the degree.

### **Acceptance of Transfer Credits and Core Curriculum**

1. TCSG participating institutions shall endeavor, through articulated transfer pathways (A.S.) or program-to-program (A.A.S.) agreements entered into in accordance with this General Articulation, to collaborate with MBC that shall accept at least sixty (60) transferable college level credits for students entering into an MBC Baccalaureate program.
2. Transfer students will receive academic credit for transferable college level courses only completed with a grade of "C" or better, unless stated otherwise in MBC's catalog.
3. Remedial/developmental courses will not be included for transfer in this General Articulation Agreement from individually accredited colleges. However, technical/vocational courses will be evaluated by the academic degree program for acceptance.
4. MBC will accept transferable college level courses from TCSG without regard to institutional modality including, but not limited to, online courses and programs and dual enrollment credits classes.
5. TCSG students transferring with an Associate of Science, or an Associate of Applied Science Degree may be required to take additional general education courses.-Forty-one (41) hours of general education courses are required in all bachelor's degree programs at MBC. Additional general education courses may be taken at MBC or at one of the TCSG institutions included in this agreement. TCSG and Morris Brown College General Education Crosswalk will serve as the official guide for all general education transfer courses.

### **MBC and TCSG Participating Institution Responsibilities**

MBC agrees:

- to provide pre-advising to TCSG transfer students upon receiving an application for admission;
- to work with TCSG transfer students to assist with the admission process including but not limited to transfer application, supporting credentials, and all required documentation;
- to notify the appropriate TCSG institution official when circumstances arise that warrant a conference between TCSG institution official and MBC to address any concerns affecting student success; and,

- to review this agreement on a regular basis and work with TCSG to make any necessary adjustments.

TCSG Participating Institutions agree:

- to make a concerted effort to disseminate accurate information to their respective college's students seeking to transfer to MBC of the admission and academic requirements necessary to matriculate and succeed at MBC;
- to share contact information for graduates with the MBC Office of Admissions upon request at minimum once per year;
- to review successfully completed coursework at MBC upon request as a satisfaction of requirements through reverse transfer, where applicable;
- to notify the appropriate MBC official when circumstances arise that require a conference between the MBC and the college to address any concerns affecting student success; and,
- to review this agreement on a regular basis and work with MBC to make any necessary adjustments.

#### **Agreement on Accreditation**

All parties agree to maintain accreditation from an approved United States Department of Education accreditor. Should any institution lose accreditation, the other institutions may terminate or revise the agreement through formal written notice.

#### **Agreement on Communication and Data Exchange**

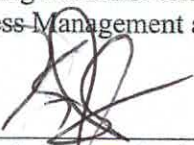
Morris Brown College and the Technical College System of Georgia's participating colleges agree to cooperate in communicating with each other concerning the articulation relationship between all institutions. Communications may include common publications and announcements concerning their affiliation. Announcements of this articulation and of changes in the relationship will have a coordinated release to the public from all institutions. The institutions will encourage the dissemination of information about programs in this agreement to interested and qualified students.

The MBC Division of Enrollment Management and Student Services will be the liaison office to establish routine communication mechanisms with TCSG institutions for addressing issues or problems associated with student transfer. MBC and TCSG institutions agree to exchange annual data reports and documents in a mutually agreeable manner that will contribute to the maintenance and enhancement of the transfer arrangements and promote effective cooperation between TCSG participating institutions.

#### **Agreement on Maintenance and Review**

At least one administrator or faculty member will be appointed from each participating institution to act as a primary point of contact and agent for this agreement, to speak for the institution, and to communicate details and modifications to respective faculty, advisors, and others with interest at the individual institutions.

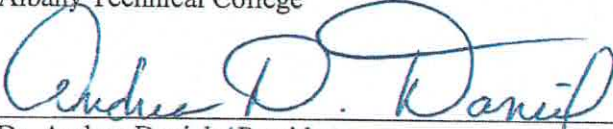
This agreement and a review of course content changes will be completed regularly. It will be automatically renewed unless one of the parties expresses, in writing, its desire to terminate the agreement, giving six months' notification with the effective date to be the last day of the following academic term. The TCSG signatories of participating institutions offer the AAS Business Management and/or Hotel/Restaurant/Tourism Management.

  
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Dr. Kevin James, President  
Morris Brown College

10/4/22  
Date

  
\_\_\_\_\_  
Dr. Emmett Griswold, Interim President  
Albany Technical College

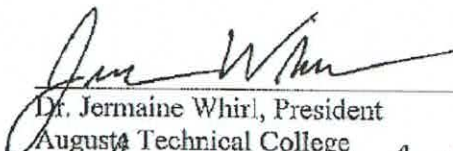
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Dr. Andrea Daniels, President  
Athens Technical College

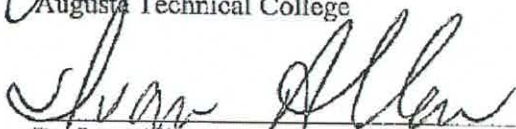
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Dr. Victoria Seals, President  
Atlanta Technical College

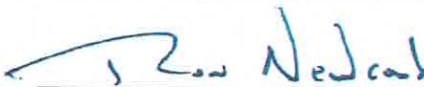
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Dr. Jermaine Whirl, President  
Augusta Technical College

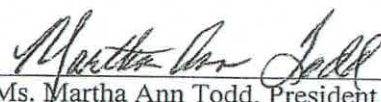
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Dr. Ivan Allen, President  
Central Georgia Technical College

9/28/2022  
Date

  
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Dr. Ronald Newcomb, President  
Chattahoochee Technical College


9/28/22  
Date

  
\_\_\_\_\_  
Ms. Martha Ann Todd, President  
Columbus Technical College


9/28/2022  
Date

  
Dr. Heidi Popham, President  
Georgia Northwestern Technical College


9/28/2022  
Date

  
Dr. Tavaraz Holston, President  
Georgia Piedmont Technical College

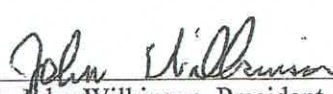
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Date

  
Dr. D. Glen Cannon, President  
Gwinnett Technical College

10/3/2022  
Date

  
Mr. Tim McDonald, President  
Lanier Technical College

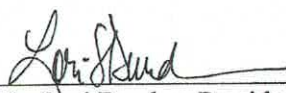
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Mr. John Wilkinson, President  
North Georgia Technical College


9-28-22  
Date

  
Ms. Erica Harden, President  
Oconee Falls Technical College

9/28/2022  
Date

  
Ms. Lori Durden, President  
Ogeechee Technical College


9-28-22  
Date

  
Dr. Kathy Love, President  
Savannah Technical College

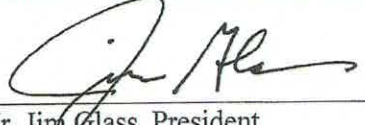
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Date

  
Mr. William Calhoun, President  
Southeastern Technical College

9-28-22  
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Dr. Irvin T. Clark, President  
Southern Crescent Technical College

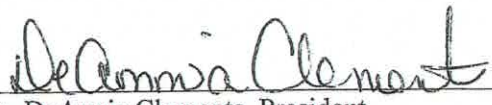
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Mr. Jim Glass, President  
Southern Regional Technical College

9/28/22  
Date

  
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Dr. Julie Post, President  
West Georgia Technical College

9/28/22  
Date

  
\_\_\_\_\_  
Mrs. DeAnnia Clements, President  
Wiregrass Georgia Technical College

9/28/2022  
Date