

**This agreement will still be accepted past the expiration date, as the RENEWAL of this agreement is currently in progress.**

# **ARTICULATION AGREEMENT**

between

**Henry Ford College**

**AB in Medical Practice/Facility Business Management or  
AAS in a Health Related Program or  
AB in a Business Related Program**

and

**Eastern Michigan University  
College of Health and Human Services  
School of Health Science  
BS in Health Administration**

September 2016

**ARTICULATION AGREEMENT RENEWAL BETWEEN  
Henry Ford College  
AB in Medical Practice/Facility Business Management or  
AAS in a Health Related Program or  
AB in a Business Related Program  
and  
Eastern Michigan University  
BS in Health Administration**

**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 the 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 for the AB in Medical Practice/Facility Business Management, an AAS in a Health Related Program, or an AB in a Business Related Program at HFC and the BS in Health Administration at EMU. Both parties enter into this agreement as cooperating, equal partners who shall maintain the integrity of their separate programs.

**Article II  
Agreement on Program Specifics**

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EMU and HFC agree that any student who has satisfied the minimum requirements listed in Article III may transfer the course credits indicated toward a BS in Health Administration at EMU. Under this agreement, EMU will waive the 60-hour rule and require that a minimum of 30 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.

The Michigan Transfer Agreement (MTA) requirements may be completed at the most appropriate time for the student whether before or after admission to EMU. Students who enrolled in college prior to fall 2014 may use the MACRAO agreement and have until August of 2019 to have MACRAO requirements evaluated by the community college. If already on the transcript, the MACRAO designation will be accepted at EMU after August 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 and listed in Article III 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.

Students using this agreement must apply and be admitted to EMU. For admission into the Health Administration program, students will need to have successfully completed 45 hours of undergraduate

coursework with a minimum cumulative grade point average of a 2.5. HFC students will receive equal consideration with other students seeking admission and financial aid.

### **Article III**

#### **Agreement on Minimum Articulation Agreement Requirements**

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HFC students who complete an associate degree and the courses listed below with a grade of “C” or better, and satisfy EMU’s admission requirements, will be accepted into the articulation agreement. Other students may be accepted with the permission of the EMU program advisor.

HFC Courses	EMU Courses
AH 100	AHPR 200
BAC 131	ACC 240
BEC 151	ECON 201
BEC 152	ECON 202
BIO 131, 134 135, 152, 233, 234, or 251	BIOL 105 or substitution
ENG 132	WRIT 121 or MTA or MACRAO endorsement
MATH 141	SOCL 250 or STAT 170
30-45 credits from a health related program	Review for program course waivers

### **Article IV**

#### **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 V**

#### **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 Associate Dean of Business and Economics and the Associate Dean of Health Sciences at HFC and the Director of the School of Health Science at EMU. Both parties agree to communicate annually any changes in their respective programs that may affect this articulation agreement.

**Effective Dates: September 1, 2016 until August 31, 2019**

This is a renewal of an agreement made in June 2008 and renewed in January 2012. Students who began this program prior to the new effective date have the option of changing to this guide or may follow the guide they started under. If this agreement is not renewed at the end of the effective period, students who already began the program at HFC will have an additional three years to be admitted to EMU under the terms of the agreement.

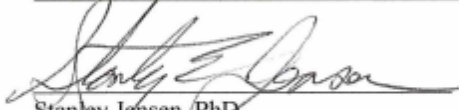
**ARTICULATION AGREEMENT RENEWAL BETWEEN  
Henry Ford College  
AB in Medical Practice/Facility Business Management or  
AAS in a Health Related Program or AB in a Business Related Program  
and  
Eastern Michigan University  
BS in Health Administration**

Henry Ford College and Eastern Michigan University agree to the terms of this agreement, which is effective from September 1, 2016 until August 31, 2019.

**Signatures**

**Henry Ford College**

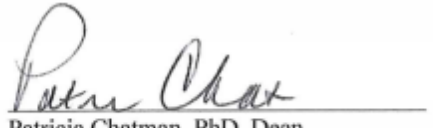
**Eastern Michigan University**

  
Stanley Jensen, PhD  
President  
10/30/17  
Date

  
James M. Smith, PhD  
President  
8/7/17  
Date

  
Michael Nealon, PhD  
Vice President of Academic Affairs  
6/23/17  
Date

  
Rhonda Kinney Longworth, PhD  
Provost & Executive Vice President  
Academic and Student Affairs  
7/31/17  
Date

  
Patricia Chatman, PhD, Dean  
School of Business, Entrepreneurship &  
Professional Development  
10/25/17  
Date

  
Murali Nair, PhD, Dean  
College of Health and Human Services  
7/31/17  
Date

  
Susan Shunkwiler, RN, MS, Dean  
School of Health & Human Services  
11/16/17  
Date

  
Colleen Croxall, PhD  
Director, School of Health Science  
7/25/17  
Date

cc: Corinne Asher  
Lorraine Paffenroth

cc: Christina Shell, Registrar  
Calvin McFarland, Director of Academic & Career Planning  
Charlotte Stigler, Records Office

**HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE**Henry Ford College – **AB in Medical Practice/Facility Business Management**Eastern Michigan University – **BS in Health Administration**

Henry Ford College Courses:	Transfer to Eastern Michigan University as:
<b>Michigan Transfer Agreement Requirements (30 credits)</b>	
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 EMU General Education Application Requirements of one Perspectives on a Diverse World course, one Learning Beyond the Classroom experience, and one writing intensive course in the major. <u>Courses listed below for the MTA will also satisfy program requirements at HFC or EMU.</u> Students who started college before fall 2014 may continue to follow the MACRAO Agreement until the end of August 2019. MACRAO versions of articulation guides are posted online at <a href="http://www.emich.edu/ccr/archartguide_macrao.php">http://www.emich.edu/ccr/archartguide_macrao.php</a> . For HFC's MTA approved courses go to <a href="https://www.hfcc.edu/registration-and-records/mta/hfc-agreement">https://www.hfcc.edu/registration-and-records/mta/hfc-agreement</a>	
<b>1. A course in English Composition</b>	
ENG 131 Intro to College Writing.....3	University Elective ..... 3
<b>2. A course in English Composition or Communication</b>	
<sup>1</sup> ENG 132 College Writing and Research .....3	University Elective ..... 3
<b>3. A course in Mathematics</b>	
* MATH 141 Introduction to Statistics .....4	SOCL 250 Quantitative Applications in Sociology <b>or</b> ..... 4 STAT 170 Elementary Statistics (3)+1
<b>4. Two courses in Natural Sciences from different disciplines (one lab required)</b>	
* Complete one course: .....4-5	BIOL 105 or substitution ..... 4-5 Introduction to Biology for Non-majors (4) (sub for BIOL 105)
BIO 131 Introduction to Biology (4)	
BIO 134, 135, 152, 233, 234, or 251 (4-5)	
Choose from the approved MTA list .....4	University Elective ..... 4
<b>5. Two courses in Humanities from different disciplines</b>	
WR 131 Religious Traditions in the World .....3	University Elective ..... 3
Choose 1 from the approved MTA list in a different discipline .....3	University Elective ..... 3
<b>6. Two courses in Social Sciences from different disciplines</b>	
* BEC 151 Principles of Macroeconomics .....3	ECON 201 Principles of Macroeconomics ..... 3
<sup>2</sup> Choose 1: GEOG 132, POLS 152, SOC 152, SOC 251 .....3	Perspectives on a Diverse World Requirement..... 3
<b>7. If needed, complete an additional course in any of the above categories to satisfy the 30 credit minimum for the MTA.</b>	
<b>HFC Medical Practice/Facility Business Management Program (55 credits)</b>	
* AH 100 Medical Terminology .....4	AHPR 200 Medical Terminology (1)+3 ..... 4
* BAC 131 Introduction to Financial Accounting .....4	ACC 240 Prin of Financial Accounting (3)+1 ..... 4
* MOA 205 Insurance Coding and Reimbursement.....3	HLAD 420 Health Ins & Reimbursement..... 3
Health Administration Block .....44	University Electives ..... 44
CIS 100, BBA 110, BBA 131, BBA 133, BBA 153, BBA 231, HIT 150, HIT 230, MGT 230, MGT 231, MOA 100, MOA 110, MOA 165, MOA 168, MOA 181	The following EMU requirements will be waived: (either HLAD 416 or 419) and (either HLAD 315 or 418). Students who complete a health related internship at HFC may request a waiver of HLAD 488L. However, an LBC course or experience is required at EMU. See the Health Administration Program Coordinator to determine which waivers will be made.
<i>Note: MATH 141 may be substituted for BMA 110</i>	
<i>Note: 46 credits are required for the program block at HFC, EMU will apply 44 credits toward the Health Administration program.</i>	
<b>EMU Requirements that May be Taken at HFC or EMU (9 credits)</b>	
* BEC 152 Principles of Microeconomics.....3	ECON 202 Principles of Microeconomics ..... 3
<sup>3</sup> Complete both courses below: .....6	Restricted HLAD Electives ..... 6
AH 131 Medico Legal Principles for Health Care Pract (3)	HLAD 401 Legal Issues in Health Care (3)
AH 141 Introduction to Public Health (3)	HLAD 250 Introduction to Public Health (3)
<b>Credits at HFC:.....94</b>	<b>Credits that transfer to EMU ..... 94</b>

\* Required for EMU's Health Administration program. If not transferred, must be completed at EMU.

<sup>1</sup> Must complete MTA or MACRAO, or ENGL 121 and CTAC 124 at EMU with a minimum grade of "C-" or minimum grade of "C" at HFC.<sup>2</sup> Will meet EMU's Perspectives on a Diverse World requirement.<sup>3</sup> Applies to the required six hours of HLAD restricted electives. If not transferred from HFC, choose from the list of Restricted HLAD Electives 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. Sign up at: [www.emich.edu/ccr/trackingssystem/Enter.php](http://www.emich.edu/ccr/trackingssystem/Enter.php)

**HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE**Henry Ford College – **AB in Medical Practice/Facility Business Management**Eastern Michigan University – **BS in Health Administration****Program Admission Requirements:**

1. Completed a minimum of 45 hours of undergraduate coursework at an accredited institution of higher learning with a minimum cumulative grade point average of 2.5.
2. Completed the MTA or MACRAO agreement (or WRTG 121 and CTAC 124 with a minimum grade of a “C-“ at EMU or minimum grade of “C” at the community college.
3. Students who do not have the minimum GPA to be admitted into the major may petition the program director in writing to request probationary admission to the major. Applications are considered on a case-by-case basis.

**Major Requirements (30-37 credits)****Health Administration Requirements (24-30 credits)**

HLAD 305	The US Health Care System .....	3
HLAD 307W	Comm Effectiveness in Health Admin .....	3
HLAD 308	Ethical Dim of Health Care Delivery .....	3
HLAD 310	Administration of Health Care Organizations .....	3
HLAD 311	Management of Health Services .....	3
HLAD 312	Health Personnel Mgmt & Devmt .....	3
HLAD 425	Decision Making for Health Administrators .....	3
<sup>1</sup> HLAD 488L	Internship .....	0-6
ECON 436	Health Economics .....	3

**Waiver Options (6-7 credits)**

Under this articulation agreement, students may have one course waived from each option below. See the program coordinator to determine which courses to complete and which to have waived.

Select one course to complete and one to waive: ..... 3-4

- HLAD 416 Health Planning (3)
- HLAD 419 Legal & Regulatory Issues in Health Care (4)

Select one course to complete and one to waive: ..... 3

- HLAD 315 Data Analysis for the Health Sciences (3)
- HLAD 418 Principles of Healthcare Finance (3)

**LBC Requirement**

One Learning Beyond the Classroom (LBC) course or noncredit experience must be completed at EMU. <sup>1</sup>HLAD 488L is an option to satisfy this requirement. See the program coordinator for other options.

**Credits at EMU: .....30-37**

**Transfer Credits .....94**

**\*Credits to Graduate: .....124**

**Suggested sequence for completing the program at the HFC University Center****Fall (6 credits)**

HLAD 305	.....	3
HLAD 307W	(Health Admin Intent) .....	3

**Winter (9 credits)**

HLAD 308	.....	3
HLAD 310	(pre-req: HLAD 305) .....	3
ECON 436	(pre-req: ECON 202) .....	3

**Summer (6 credits)**

HLAD 311	(pre-req: HLAD 310) .....	3
HLAD 312	(pre-req: HLAD 305) or MGMT 384 .....	3

**Fall (6-7 credits)**

HLAD 315 or	(pre-req: admitted to program)	
HLAD 418	(pre-reqs: HLAD 310 & ACC 240) .....	3
HLAD 416 or	(pre-reqs: HLAD 307 & 310)	
HLAD 419	(pre-reqs: HLAD 307 & 310) .....	3-4

**Winter (3-9 credits)**

HLAD 425	(pre-reqs: HLAD 307, 310, 420) .....	3
HLAD 488L	Internship (pre-requisite: HLAD 310 & permission) .....	0-6

**Restricted HLAD Electives** The two required elective courses may be taken at HFC. If one or both courses are not transferred from HFC, choose courses to take at EMU from this list. (Do not repeat an equivalent course from HFC.)

- HLAD 250 Introduction to Public Health (3)
- HLAD 313 Health Care Quality (3)
- HLAD 323 Introduction to Epidemiology (3)
- HLAD 401 Legal Issues in Health Care (3)
- HLAD 402 Health Policy (3)
- HLAD 476 Intro to Healthcare Informatics (3)

<sup>1</sup> Satisfies EMU's "Learning Beyond the Classroom" requirement. If an internship has been completed at HFC, HLAD 488L may be waived, however another LBC course or noncredit experience at EMU is required.

\* If sufficient credits are not transferred, additional credits must be completed at EMU to satisfy the minimum of 124 credit hours required to graduate.

**Note:** Students may register concurrently at HFC and EMU while completing the program in order to take courses in sequence and graduate in a timely manner. Students receiving financial aid should contact the Financial Aid Offices at HFC and EMU for information on getting financial aid as a concurrently registered student.

## HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE

Henry Ford College – **AB in Medical Practice/Facility Business Management**

Eastern Michigan University – **BS in Health Administration**

### Additional Requirements:

1. Each institution will determine the satisfaction of their individual program and degree requirements. For the purpose of this articulation agreement, both institutions agree to accept transferable courses from each other and from other regionally accredited institutions. HFC courses indicated with an \* are required for EMU's Health Administration program. 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. Students who enrolled in college prior to September 2014 will have until the end of August 2019 to complete the MACRAO agreement. 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 EMU.
4. Under this agreement, EMU will waive the 60-hour rule and require that a minimum of 30 semester hours must be completed at the four-year college level, with a minimum of 30 hours in courses offered by EMU, of which at least 15 hours are in program requirements at the 300-level or above. Of the last 30 hours completed before graduating, at least 10 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. Courses listed in this guide may be completed at the most opportune time for students, whether before or after admission to EMU, as long as appropriate pre-requisites are satisfied.
5. To qualify for admission to the program, students must have:
  - a) successfully completed 45 credit hours of undergraduate coursework,
  - b) a minimum cumulative GPA of "2.5",
  - c) completed the MTA or MACRAO agreement or ENG 132 and SPC 131 with a minimum grade of "C", or (WRTG 121 and CTAC 124 at EMU with a minimum grade of "C-")
6. Students must meet 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.
7. To graduate from the Health Administration program, students will need to have an overall GPA of a 2.5 in the HLAD courses. If students earn below a "C-" in any HLAD course they will need to repeat the course.
8. Students are encouraged to contact the College of Health and Human Services Advising Center early, before applying to EMU. To facilitate advising and the evaluation of transcripts, sign up for this articulation agreement using the link [www.emich.edu/ccr/trackingsystem/Enter.php](http://www.emich.edu/ccr/trackingsystem/Enter.php) and bring a copy to all advising sessions.

### Effective Dates: September 1, 2016 until August 31, 2019.

This agreement replaces the articulation agreement made in June 2008 and renewed in January 2012. Students who began this program prior to fall 2016 have the option of following the agreement in place when they started or using this agreement. If this agreement is not renewed at the end of the effective period, students who already started the program will be given three additional years to be admitted to EMU under the terms of this agreement.

#### Contacts:

##### Henry Ford College

Corinne Asher

[casher@hfcc.edu](mailto:casher@hfcc.edu)

313.845.9867

K-325 Reuther Liberal Arts Bldg.

or contact the Counseling Center

##### Eastern Michigan University

Robbya Green-Weir, Program Advisor

[rgreenwe@emich.edu](mailto:rgreenwe@emich.edu)

College of Health & Human Services Advising

[chhsadvising@emich.edu](mailto:chhsadvising@emich.edu)

734.487.0918

214 Marshall

**HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE**

Henry Ford College – Associate Degree in a Health Related Major  
Eastern Michigan University – BS in Health Administration

Henry Ford College Courses:	Transfer to Eastern Michigan University as:
<b>Michigan Transfer Agreement Requirements (30 credits)</b>	
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 EMU General Education Application Requirements of one Perspectives on a Diverse World course, one Learning Beyond the Classroom experience, and one writing intensive course in the major. <u>Courses listed below for the MTA will also satisfy program requirements at HFC or EMU.</u> Students who started college before fall 2014 may continue to follow the MACRAO Agreement until the end of August 2019. MACRAO versions of articulation guides are posted online at <a href="http://www.emich.edu/ccr/archartguide_macrao.php">http://www.emich.edu/ccr/archartguide_macrao.php</a> . For HFC's MTA approved courses go to <a href="https://www.hfcc.edu/registration-and-records/mta/hfc-agreement">https://www.hfcc.edu/registration-and-records/mta/hfc-agreement</a> .	
<b>1. A course in English Composition</b>	
ENG 131 Introduction to College Writing.....3	University Elective.....3
<b>2. A course in English Composition or Communication</b>	
<sup>1</sup> ENG 132 College Writing & Research.....3	University Elective.....3
<b>3. A course in Mathematics</b>	
* MATH 141 Introduction to Statistics.....4	SOCL 250 Quantitative Applications in Sociology <b>or</b> .....4 STAT 170 Elementary Statistics (3)+1
<b>4. Two courses in Natural Sciences from different disciplines (one lab required)</b>	
*Complete one course:.....4-5	BIOL 105 or substitution.....4-5
BIO 131 Introduction to Biology (4)	Introduction to Biology for Non-majors (4)
BIO 134, 135, 152, 233, 234, or 251 (4-5)	(sub for BIOL 105)
Choose from the approved MTA list.....4	University Elective.....4
<b>5. Two courses in Humanities from different disciplines</b>	
Choose from the approved MTA list.....6	University Elective.....6
<b>6. Two courses in Social Sciences from different disciplines</b>	
* BEC 151 Principles of Macroeconomics.....3	ECON 201 Principles of Macroeconomics.....3
<sup>2</sup> Choose 1: GEOG 132, POLS 152, SOC 152, SOC 251.....3	Perspectives on a Diverse World Requirement.....3
<b>7. If needed, complete an additional course in any of the above categories to satisfy the 30 credit minimum for the MTA.</b>	
<b>HFC Program Block (30-45 credits)</b>	
Students may transfer 30 - 45 credits in courses from an approved health program at HFC. Courses completed with a "C" or better will transfer as a block into the Health Administration major at EMU. <i>See the list of approved programs below.</i>	The following courses at EMU will be waived: (either HLAD 416 or 419) and (either HLAD 315 or 418). Students who have completed a clinical or internship as part of their major at HFC may receive a waiver of HLAD 488L. However, an LBC course or experience is required at EMU. See the Health Administration Program Director to determine which waivers may be made.
<b>EMU Requirements that May be Taken at HFC or EMU (17-31 credits)</b>	
* AH 100 Medical Terminology.....4	AHPR 200 Medical Terminology (1)+3.....4
* BAC 131 Principles of Accounting.....4	ACC 240 Prin of Financial Accounting (3)+1.....4
* BEC 152 Principles of Microeconomics.....3	ECON 202 Principles of Microeconomics.....3
<sup>3</sup> AH 131 Medico Legal Principles for Health Care Pract. ....3	HLAD 401 Legal Issues in Healthcare (Restricted Elective) ....3
<sup>3</sup> AH 141 Introduction to Public Health.....3	HLAD 250 Intro to Public Health (Restricted Elective).....3
<sup>4</sup> Open Electives (see advisor before taking electives).....0-14	University Electives.....0-14
<b>Credits at HFC:.....84-91</b>	<b>Credits that transfer to EMU..... 84-91</b>

\* Required for EMU's Health Administration Program. If not transferred, must be completed at EMU.

<sup>1</sup> Must complete MTA or MACRAO, or ENGL 121 and CTAC 124 at EMU with a minimum grade of "C-" or minimum grade of "C" at HFC.

<sup>2</sup> Will meet EMU's Perspectives on a Diverse World requirement.

<sup>3</sup> Applies to the required six hours of HLAD restricted electives. If not transferred from HFC, choose from the list of Restricted HLAD Electives at EMU.

<sup>4</sup> The number of electives will depend on the overall credits completed at both schools and should bring the total credits to graduate to 124 credits.

**Approved HFC Health Programs:** Medical Insurance Specialist, Medical Practice-Clinical Management, Nursing, Ophthalmic Technician, Paramedic, Pharmacy Technician, Physical Therapy Assistant, Radiographer, Respiratory Therapist, Surgical Technologist, other programs by permission of EMU Program Advisor. Students who do not complete an approved health program will not receive waivers for the two HLAD courses and the internship (12-13 credits) which will 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. Sign up at: [www.emich.edu/ccr/trackingsystem/Enter.php](http://www.emich.edu/ccr/trackingsystem/Enter.php)



**HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE**

Henry Ford College – Associate Degree in a Health Related Major  
Eastern Michigan University – BS in Health Administration

**Completion of Health Administration Bachelor's Degree****Program Admission Requirements:**

- Completed a minimum of 45 hours of undergraduate coursework at an accredited institution of higher learning with a minimum cumulative grade point average of 2.5.
- Completed the MTA or MACRAO agreement (or WRTG 121 and CTAC 124 with a minimum grade of a "C-" at EMU or minimum grade of "C" at the community college.
- Students who do not have the minimum GPA to be admitted into the major may petition the program director in writing to request probationary admission to the major. Applications are considered on a case-by-case basis.

**Major Requirements (33-40 credits)****Health Administration Requirements (27-33 credits)**

HLAD 305	The US Health Care System .....	3
HLAD 307W	Comm Effectiveness in Health Admin .....	3
HLAD 308	Ethical Dim of Health Care Delivery .....	3
HLAD 310	Administration of Health Care Organizations .....	3
HLAD 311	Management of Health Services .....	3
HLAD 312	Health Personnel Mgmt & Devmt .....	3
HLAD 420	Health Insurance and Reimbursement .....	3
HLAD 425	Decision Making for Health Administrators .....	3
<sup>1</sup> HLAD 488L	Internship .....	0-6
ECON 436	Health Economics .....	3

**Waiver Options (6-7 credits)**

Under this articulation agreement, students may have one course waived from each option below. See the program coordinator to determine which courses to complete and which to have waived.

Select one course to complete (the other will be waived):

- HLAD 416 Health Planning (3)
- HLAD 419 Legal & Regulatory Issues in Health Care (4)

Select one course to complete (the other will be waived):

- HLAD 315 Data Analysis for the Health Sciences (3)
- HLAD 418 Principles of Healthcare Finance (3)

**LBC Requirement**

One Learning Beyond the Classroom (LBC) course or noncredit experience must be completed at EMU. <sup>1</sup>HLAD 488L is an option to satisfy this requirement. See the program coordinator for other options.

**Credits at EMU: .....33-40**

**Transfer Credits .....94**

**\*Credits to Graduate: .....124**

**Suggested sequence for completing the program at the HFC University Center****Fall (6 credits)**

HLAD 305 .....	3
HLAD 307W ( <i>Health Admin Intent</i> ) .....	3

**Winter (9 credits)**

HLAD 308 .....	3
HLAD 310 ( <i>pre-req: HLAD 305</i> ) .....	3
ECON 436 ( <i>pre-req: ECON 202</i> ) .....	3

**Summer (6 credits)**

HLAD 311 ( <i>pre-req: HLAD 310</i> ) .....	3
HLAD 312 ( <i>pre-req: HLAD 305</i> ) or <i>MGMT 384</i> .....	3

**Fall (9-10 credits)**

HLAD 315 or ( <i>pre-req: admitted to program</i> )	
HLAD 418 ( <i>pre-reqs: HLAD 310 &amp; ACC 240</i> ) .....	3
HLAD 416 or ( <i>pre-reqs: HLAD 307 &amp; 310</i> )	
HLAD 419 ( <i>pre-reqs: HLAD 307 &amp; 310</i> ) .....	3-4
HLAD 420 ( <i>pre-reqs: HLAD 307W &amp; 310</i> ) .....	3

**Winter (3-9 credits)**

HLAD 425 ( <i>pre-reqs: HLAD 307, 310, 420</i> ) .....	3
HLAD 488L Internship ( <i>pre-requisite: HLAD 310 &amp; permission</i> )	0-6

**Restricted HLAD Electives** The two required elective courses may be taken at HFC. If one or both courses are not transferred from HFC, choose courses to take at EMU from this list. (Do not repeat an equivalent course from HFC.)

- HLAD 250 Introduction to Public Health (3)
- HLAD 313 Health Care Quality (3)
- HLAD 323 Introduction to Epidemiology (3)
- HLAD 401 Legal Issues in Health Care (3)
- HLAD 402 Health Policy (3)
- HLAD 476 Intro to Healthcare Informatics (3)

<sup>1</sup>Satisfies EMU's "Learning Beyond the Classroom" requirement. An internship is required for the Health Administration program.

\*If sufficient credits are not transferred, additional credits must be completed at EMU to satisfy the minimum of 124 credit hours required to graduate.

**Note:** Students may register concurrently at HFC and EMU while completing the program in order to take courses in sequence and graduate in a timely manner. Students receiving financial aid should contact the Financial Aid Offices at HFC and EMU for information on getting financial aid as a concurrently registered student.

## HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE

Henry Ford College – Associate Degree in a Health Related Major  
Eastern Michigan University – BS in Health Administration

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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.  
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3. Only courses with a grade of "C" or better (2.0 on a 4.0 scale) will be accepted for transfer to EMU.
4. Under this agreement, EMU will waive the 60-hour rule and require that a minimum of 30 semester hours must be completed at the four-year college level, with a minimum of 30 hours in courses offered by EMU, of which at least 15 hours are in program requirements at the 300-level or above. Of the last 30 hours completed before graduating, at least 10 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. Courses listed in this guide may be completed at the most opportune time for students, whether before or after admission to EMU, as long as appropriate pre-requisites are satisfied.
5. To qualify for admission to the program, students must have:
  - a) successfully completed 45 credit hours of undergraduate coursework,
  - b) a minimum cumulative GPA of "2.5",
  - c) completed the MTA or MACRAO agreement or ENG 132 and SPC 131 with a minimum grade of "C", or (WRTG 121 and CTAC 124 at EMU with a minimum grade of "C-")
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### Contacts:

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**HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE**

Henry Ford College – Associate Degree in a Business Related Major  
Eastern Michigan University – BS in Health Administration

Henry Ford College Courses:	Transfer to Eastern Michigan University as:
<b>Michigan Transfer Agreement Requirements (30 credits)</b>	
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 EMU General Education Application Requirements of one Perspectives on a Diverse World course, one Learning Beyond the Classroom experience, and one writing intensive course in the major. <u>Courses listed below for the MTA will also satisfy program requirements at HFC or EMU.</u> Students who started college before fall 2014 may continue to follow the MACRAO Agreement until the end of August 2019. MACRAO versions of articulation guides are posted online at <a href="http://www.emich.edu/ccr/archartguide_macrao.php">http://www.emich.edu/ccr/archartguide_macrao.php</a> . For HFC's MTA approved courses go to <a href="https://www.hfcc.edu/registration-and-records/mta/hfc-agreement">https://www.hfcc.edu/registration-and-records/mta/hfc-agreement</a> .	
<b>1. A course in English Composition</b>	
ENG 131 Introduction to College Writing .....3	University Elective ..... 3
<b>2. A course in English Composition or Communication</b>	
<sup>1</sup> ENG 132 College Writing & Research .....3	University Elective ..... 3
<b>3. A course in Mathematics</b>	
*MATH 141 Introduction to Statistics .....4	SOCL 250 Quantitative Applications in Sociology <b>or</b> ..... 4 STAT 170 Elementary Statistics (3)+1
<b>4. Two courses in Natural Sciences from different disciplines (one lab required)</b>	
*Complete one course: .....4-5	BIOL 105 or substitution ..... 4-5 Introduction to Biology for Non-majors (4) (sub for BIOL 105)
BIO 131 Introduction to Biology (4)	
BIO 134, 135, 152, 233, 234, or 251 (4-5)	
Choose from the approved MTA list .....4	University Elective ..... 4
<b>5. Two courses in Humanities from different disciplines</b>	
Choose from the approved MTA list .....6	University Elective ..... 6
<b>6. Two courses in Social Sciences from different disciplines</b>	
* BEC 151 Principles of Macroeconomics .....3	ECON 201 Principles of Macroeconomics ..... 3
<sup>2</sup> Choose 1: GEOG 132, POLS 152, SOC 152, SOC 251 .....3	Perspectives on a Diverse World Requirement ..... 3
<b>7. If needed, complete an additional course in any of the above categories to satisfy the 30 credit minimum for the MTA.</b>	
<b>HFC Program Block (30-45 credits)</b>	
Students may transfer 30 - 45 credits in courses from an approved business program at HFC. Courses completed with a "C" or better will transfer as a block into the Health Administration major at EMU. <i>See the list of approved programs below.</i>	The following courses at EMU will be waived: (either HLAD 416 or 419) and (either HLAD 315 or 418). Students who have completed an appropriate internship at HFC may receive a waiver of HLAD 488L. However, an LBC course or experience is required at EMU. See the Health Administration Program Director to determine which waivers may be made.
<b>EMU Requirements that May be Taken at HFC or EMU (17-31 credits)</b>	
*AH 100 Medical Terminology .....4	AHPR 200 Medical Terminology (1)+3 ..... 4
*BAC 131 Principles of Accounting .....4	ACC 240 Prin of Financial Accounting (3)+1 ..... 4
*BEC 152 Principles of Microeconomics ..... 3	ECON 202 Principles of Microeconomics ..... 3
<sup>3</sup> AH 131 Medico Legal Principles for Health Care Pract. .... 3	HLAD 401 Legal Issues in Healthcare (Restricted Elective) .... 3
<sup>3</sup> AH 141 Introduction to Public Health ..... 3	HLAD 250 Intro to Public Health (Restricted Elective) ..... 3
<sup>4</sup> Open Electives (see advisor to determine if electives) ..... 0-14	University Electives ..... 0-14
<b>Credits at HFC:.....84-91</b>	<b>Credits that transfer to EMU..... 84-91</b>

\* Required for EMU's Health Administration Program. If not transferred, must be completed at EMU.

<sup>1</sup> Must complete MTA or MACRAO, or ENGL 121 and CTAC 124 at EMU with a minimum grade of "C-" or minimum grade of "C" at HFC.

<sup>2</sup> Will meet EMU's Perspectives on a Diverse World requirement.

<sup>3</sup> Applies to the required six hours of HLAD restricted electives. If not transferred from HFC, choose from the list of Restricted HLAD Electives at EMU.

<sup>4</sup>The number of electives will depend on the overall credits completed at both schools and should bring the total credits to graduate to 124 credits.

**Approved HFC Business Programs:** Accounting, Administrative and Information Management, Business Administration, General Business, Management, other programs by permission of EMU Program Advisor. Students who do not complete an approved business program will not receive waivers for the two HLAD courses and the internship (12-13 credits) which will 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. Sign up at: [www.emich.edu/ccr/trackingssystem/Enter.php](http://www.emich.edu/ccr/trackingssystem/Enter.php)

**HEALTH ADMINISTRATION ARTICULATION AGREEMENT GUIDE**

Henry Ford College – Associate Degree in a Business Related Major  
Eastern Michigan University – BS in Health Administration

<p><b>Program Admission Requirements:</b></p> <ol style="list-style-type: none"> <li>Completed a minimum of 45 hours of undergraduate coursework at an accredited institution of higher learning with a minimum cumulative grade point average of 2.5.</li> <li>Completed the MTA or MACRAO agreement (or WRTG 121 and CTAC 124 with a minimum grade of “C-“ at EMU or minimum grade of “C” at the community college.</li> <li>Students who do not have the minimum GPA to be admitted into the major may petition the program director in writing to request probationary admission to the major. Applications are considered on a case-by-case basis.</li> </ol> <p><b>Major Requirements (33-40 credits)</b></p> <p><b>Health Administration Requirements (27-33 credits)</b></p> <table> <tr><td>HLAD 305</td><td>The US Health Care System</td><td>3</td></tr> <tr><td>HLAD 307W</td><td>Comm Effectiveness in Health Admin</td><td>3</td></tr> <tr><td>HLAD 308</td><td>Ethical Dim of Health Care Delivery</td><td>3</td></tr> <tr><td>HLAD 310</td><td>Administration of Health Care Organizations</td><td>3</td></tr> <tr><td>HLAD 311</td><td>Management of Health Services</td><td>3</td></tr> <tr><td>HLAD 312</td><td>Health Personnel Mgmt &amp; Devmt</td><td>3</td></tr> <tr><td>HLAD 420</td><td>Health Insurance and Reimbursement</td><td>3</td></tr> <tr><td>HLAD 425</td><td>Decision Making for Health Administrators</td><td>3</td></tr> <tr><td>HLAD 488L</td><td>Internship</td><td>0-6</td></tr> <tr><td>ECON 436</td><td>Health Economics</td><td>3</td></tr> </table> <p><b>Waiver Options (6-7 credits)</b></p> <p>Under this articulation agreement, students may have one course waived from each option below. See the program coordinator to determine which courses to complete and which to have waived. Select one course to complete (the other will be waived):..... 3-4</p> <table> <tr><td>HLAD 416</td><td>Health Planning (3)</td></tr> <tr><td>HLAD 419</td><td>Legal &amp; Regulatory Issues in Health Care (4)</td></tr> </table> <p>Select one course to complete (the other will be waived):..... 3</p> <table> <tr><td>HLAD 315</td><td>Data Analysis for the Health Sciences (3)</td></tr> <tr><td>HLAD 418</td><td>Principles of Healthcare Finance (3)</td></tr> </table> <p><b>LBC Requirement</b></p> <p>One Learning Beyond the Classroom (LBC) course or noncredit experience must be completed at EMU. <sup>1</sup>HLAD 488L is an option to satisfy this requirement. See the program coordinator for other options.</p> <p><b>Credits at EMU: .....33-40</b></p> <p><b>Transfer Credits .....84-91</b></p> <p><b>*Credits to Graduate: .....124</b></p>	HLAD 305	The US Health Care System	3	HLAD 307W	Comm Effectiveness in Health Admin	3	HLAD 308	Ethical Dim of Health Care Delivery	3	HLAD 310	Administration of Health Care Organizations	3	HLAD 311	Management of Health Services	3	HLAD 312	Health Personnel Mgmt & Devmt	3	HLAD 420	Health Insurance and Reimbursement	3	HLAD 425	Decision Making for Health Administrators	3	HLAD 488L	Internship	0-6	ECON 436	Health Economics	3	HLAD 416	Health Planning (3)	HLAD 419	Legal & Regulatory Issues in Health Care (4)	HLAD 315	Data Analysis for the Health Sciences (3)	HLAD 418	Principles of Healthcare Finance (3)	<p><b>Suggested sequence for completing the program at the HFC University Center</b></p> <p><b>Fall (6 credits)</b></p> <table> <tr><td>HLAD 305</td><td>.....</td><td>3</td></tr> <tr><td>HLAD 307W</td><td>(Health Admin Intent).....</td><td>3</td></tr> </table> <p><b>Winter (9 credits)</b></p> <table> <tr><td>HLAD 308</td><td>.....</td><td>3</td></tr> <tr><td>HLAD 310</td><td>(pre-req: HLAD 305).....</td><td>3</td></tr> <tr><td>ECON 436</td><td>(pre-req: ECON 202).....</td><td>3</td></tr> </table> <p><b>Summer (6 credits)</b></p> <table> <tr><td>HLAD 311</td><td>(pre-req: HLAD 310).....</td><td>3</td></tr> <tr><td>HLAD 312</td><td>(pre-req: HLAD 305) or MGMT 384.....</td><td>3</td></tr> </table> <p><b>Fall (9-10 credits)</b></p> <table> <tr><td>HLAD 315 or</td><td>(pre-req: admitted to program)</td><td></td></tr> <tr><td>HLAD 418</td><td>(pre-reqs: HLAD 310 &amp; ACC 240).....</td><td>3</td></tr> <tr><td>HLAD 416 or</td><td>(pre-reqs: HLAD 307 &amp; 310)</td><td></td></tr> <tr><td>HLAD 419</td><td>(pre-reqs: HLAD 307 &amp; 310).....</td><td>3-4</td></tr> <tr><td>HLAD 420</td><td>(pre-reqs: HLAD 307W &amp; 310).....</td><td>3</td></tr> </table> <p><b>Winter (3-9 credits)</b></p> <table> <tr><td>HLAD 425</td><td>(pre-reqs: HLAD 307, 310, 420).....</td><td>3</td></tr> <tr><td>HLAD 488L</td><td>Internship (pre-requisite: HLAD 310 &amp; permission).....</td><td>0-6</td></tr> </table> <p><b>Restricted HLAD Electives</b> The two required elective courses may be taken at HFC. 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313.845.9867

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