The Business Administration-Professional Track provides a degree completion program in Business Administration for students who have 24 credits of coursework in an occupational, technical or professional specialty. The degree is designed to prepare individuals for the rapidly changing nature of the work environment in business, government and other nonprofit organizations. Building upon a core of business courses, the program features a tight sequence of major courses; however, the program also provides the flexibility to specialize in an area of interest for the student.

### Course Requirements

<table>
<thead>
<tr>
<th>FSU Course</th>
<th>FSU Course Title</th>
<th>FSU Cr. Hrs.</th>
<th>LCC Equiv.</th>
<th>LCC Course Title</th>
<th>LCC Cr. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 121</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
<td>COMM 130</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 150</td>
<td>English I</td>
<td>3</td>
<td>ENGL 121</td>
<td>Composition I</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 211 or</td>
<td>Industrial and Career Writing or</td>
<td>3</td>
<td>ENGL 124 or</td>
<td>Technical Writing or</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>ENGL 127</td>
<td>Business Writing or</td>
<td></td>
</tr>
<tr>
<td>ENGL 250</td>
<td>English II</td>
<td></td>
<td>ENGL 122</td>
<td>Composition II</td>
<td></td>
</tr>
<tr>
<td>ENGL 325</td>
<td>Advanced Business Writing</td>
<td>3</td>
<td>No Equivalent</td>
<td>No Equivalent</td>
<td>No Equivalent</td>
</tr>
</tbody>
</table>

#### Quantitative Literacy

<table>
<thead>
<tr>
<th>FSU Course</th>
<th>FSU Course Title</th>
<th>FSU Cr. Hrs.</th>
<th>LCC Equiv.</th>
<th>LCC Course Title</th>
<th>LCC Cr. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 114 or</td>
<td>Quantitative Reasoning for Pro. 2</td>
<td>4 or 3</td>
<td>No Equivalent</td>
<td>No Equivalent</td>
<td>No Equivalent</td>
</tr>
<tr>
<td>MATH 115</td>
<td>or Intermediate Algebra</td>
<td></td>
<td>MATH 112</td>
<td>Intermediate Algebra</td>
<td>4</td>
</tr>
</tbody>
</table>

#### Natural Sciences Competency

| Varies           | FSU General Education - Natural Sciences Elective 1 course with lab | 6 | Varies | Varies | 6 |

#### Self and Society Competency

| Varies           | ECON 221 Principles of Macroeconomics | 3 | ECON 202 Principles of Econ I – Micro | 4 |
| Varies           | ECON 222 Principles of Microeconomics | 3 | ECON 201 Principles of Econ II – Macro | 4 |
| Varies           | FSU General Education – Self and Society Non-Economics Elective | 3 | Varies | Varies | 3 |

#### Culture Competency

| Varies           | FSU General Education – Culture Electives - Minimum 9 Credits from 2 different disciplines with 1 at 200 level or higher | 9 | Varies | Varies – one course must be at FSU 200+ level | 9 |

### Additional General Education Requirements

| *Varies           | FSU General Education – 1 course at 300/400 level – Advisor Approval | 3 | *Varies | *Varies | 3 |
| *Varies           | FSU General Education | *Varies | *Varies | *Varies | *Varies |

*Business Administration with Professional Tracks* degree students must complete a total of 48 general education credits to meet College of Business and University requirements.

Please refer to FSU’s General Education Requirements at: [http://www.ferris.edu/htmls/academics/gened/index.htm](http://www.ferris.edu/htmls/academics/gened/index.htm).

**Diversity** - Competency met by 2 courses designated as Global and U.S. Diversity is satisfied by: These courses can be met through the Culture and Self and Society Competency requirements.

**Collaboration Competency** – Competency met by 2 courses contained in the Major or Business Core.

**Problem Solving Competency** - Competency met by 2 courses contained in the Major or Business Core

**Ferris State University and Lansing Community College Business Administration – Professional Track – Articulation Agreement and Transfer Guide**

Effective November 13, 2013 – OTSSP Updated Fall 2017

Ferris State University is an equal opportunity institution. For information on the University’s Policy on Non-Discrimination, visit ferris.edu/non-discrimination.
### Degree Outcomes

1. Graduates can demonstrate and show the interrelatedness of the elements of planning, organizing, leading, and controlling management functions.

2. Graduates can identify and appropriately evaluate the influence of internal factors such as organizational goals, structure, power, culture, human resources, technology, and resources in terms of managing an organization.

3. Graduates can identify and appropriately evaluate the influence of external factors and stakeholders affecting the organization's performance and business decisions from a managerial position.

4. Graduates have the ability to scan and recognize emergent and pending global threats and opportunities affecting the performance of the organization.

5. Graduates can create a plan to attract, develop, and maintain human resources to support organizational strategy consistent with legal and ethical standards.

6. Graduates can participate in team projects that demonstrate competence in achieving common goals.

7. Graduates can construct and deliver effective presentation skills to inform or persuade business goals, decisions, initiatives and/or results both orally and verbally.

8. Graduates have the ability to perform business planning and execute both strategic and tactical applications of technical and/or industry-specific knowledge and skill sets.

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### Program Contact Information:

**Main Campus, Big Rapids**

**College of Business**

(800) 433-7747 | (231) 591-2420 | cob@ferris.edu | www.ferris.edu/cob

**Ferris Statewide, Lansing**

(517) 483-9723 | ferrisLC@ferris.edu | www.ferris.edu/statewide

**Ferris Online**

(800) 562-9130 | (231) 591-2340 | ferrisonline@ferris.edu | www.ferris.edu/online

www.ferris.edu/transfer

### Delivery Location

This degree and the Ferris courses are offered at the following locations:

- Ferris State University, Main Campus, Big Rapids
- Ferris Statewide at Lansing Community College
- Select courses may be delivered online and/or in a mixed delivery format (i.e. a mix of online and face-to-face instruction at the Ferris Main Campus or at an off-campus location).

### Degree Outcomes

1. Graduates can demonstrate and show the interrelatedness of the elements of planning, organizing, leading, and controlling management functions.

2. Graduates can identify and appropriately evaluate the influence of internal factors such as organizational goals, structure, power, culture, human resources, technology, and resources in terms of managing an organization.

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General Admission Criteria

New Students SAT Scores
- 2.5 High School GPA (on a 4.0 scale)
- Two of the Three Criteria:
  - SAT ERW score of 450 or higher
  - SAT Math score of 500 or higher. Placement in MATH 109/110 will be considered (SAT MATH score of 480 or higher).
  - SAT Composite of 900 or higher

New Students ACT Scores
- 2.5 High School GPA (on a 4.0 scale)
- Two of the Three Criteria:
  - ACT English score of 16 or higher
  - ACT Math score of 19 or higher
  - ACT Reading score of 19 or higher

Transfer Students
- Combined college or university GPA of 2.35 (on a 4.0 scale) from all institutions attended. GPA based on completion of 12 credit hours or more. Developmental courses will not be considered in computing the GPA requirement.
- Transfer equivalency for FSU ENGL 150 or placement during the first semester at FSU which would require an ACT English score of 16 or higher; or SAT ERW score of 450 or higher; or Accuplacer English score of 6 or higher.
- Transfer equivalency for FSU MATH 114/115 or placement during the first semester at FSU which would require an ACT MATH score of 19 or higher; SAT MATH of 500 or higher; or Accuplacer Math scores: Elementary Algebra score 75 or higher and College Level Math 0-49.

Advising Notes
It is recommended that potential applicants meet with an advisor to review the degree, course schedule, and have any questions answered prior to completing an application. Students who are completing the MTA may have different general education course requirements for the particular degree selected. Meeting with a Ferris advisor prior to the selection of general education or elective course work may reduce the chance of completing a course that will not apply toward the selected degree. Once admitted, students must continue to meet with an advisor as they work toward graduation.

Transfer Student Orientation
All new students to Ferris State University are required to complete an orientation.

Online Learning
Select courses delivered online and/or in a mixed delivery format (i.e. a mix of online and face-to-face instruction at the Ferris Main Campus or at an off-campus location). The “Online Readiness Tutorial” is required for students who register for an online course or are completing an online degree. Students must demonstrate competency in Blackboard skills. This may be done by taking a tutorial and quiz, or, for students who have already taken and passed online courses, they can submit a waiver request. Students should check with the department that offers the class to determine its particular needs and/or the Ferris advisor regarding registration for online course work.

Reverse Transfer Agreement
The Community College and Ferris have entered into a partnership in order to work collaboratively and creatively to increase student completion of associate and bachelor degrees. The partners work together to provide a seamless transfer experience and increase student retention and completion at both the community college and Ferris.

Michigan Transfer Agreement (MTA)
Ferris participates in the Michigan Transfer Agreement (MTA). This agreement will facilitate the transfer of general education requirements from one Michigan institution to another. Students may complete the MTA as part of a degree program or as a stand-alone package. The MTA consists of a minimum of 30 general education credit hours as identified by the college or university.

Students transferring to Ferris with the Michigan Transfer Agreement (MTA) and entering a degree program will have met a 30-hour block of lower-level general education courses. However, this does not exempt students from completing program specific prerequisites or higher-level general education course requirements. Students should contact their advisor regarding classes that meet the MTA.

Students must work with their Ferris advisor to declare a Minor or Concentration and for selection of Directed Electives.
Original Signed Articulation Agreement
The original, signed document is kept on file in the Office of Transfer and Secondary School Partnerships. To obtain a copy of the original, signed document, contact the Office of Transfer and Secondary School Partnerships at 231/591-5983 or email your request to transfercenter@ferris.edu.

This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, e-mail, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

Indemnification
To the extent permitted by law, Ferris State University and the Community College agree to indemnify and hold one another harmless from any and all claims initiated by student participants, their parents, survivors, or agents, arising from any negligent acts or omission on the part of either institution or any of their employees.

Articulation Agreement
Effective Dates: November 15, 2013
This Agreement shall commence as of November 15, 2013, and shall continue until terminated by either Ferris or Lansing Community College. Minor updates to the agreement may be made during this time. This agreement may be renewed at the end of three years. Either party may terminate this agreement by providing the other party with written notice of the intent to terminate the agreement. The agreement shall terminate not less than one hundred eighty (180) days from the date of the termination notice, unless otherwise agreed in writing by both parties.

Signatures
Ferris State University  
1201 S. State Street  
Big Rapids, MI 49307  
Phone: (231) 591-2000  
November 15, 2013  
William Smith, Department Head  
Management Department  
David Nicol  
Dean  
College of Business  

Lansing Community College  
610 N. Capitol Avenue  
P. O. Box 40010, MC 8100  
Lansing, MI 48901-7210  
Phone: (517) 483-1851  
November 15, 2013  
Kent Wieland, Interim Chair  
Business and Economics Department  
Richard Prystowsky  
Provost