

MINNESOTA STATE COLLEGES AND
UNIVERSITIES*
TRANSFER AGREEMENT
BETWEEN

Alexandria Technical & Community College
AND
Bemidji State University

*The Board of Trustees of the Minnesota State Colleges and Universities is authorized by Minnesota Statutes, Chapter 136F to enter into Agreements and has delegated this authority to colleges and universities.

This Agreement is entered into between Alexandria Technical & Community College 1601 Jefferson Street, Alexandria, MN 56308 (hereinafter sending institution), and Bemidji State University 1500 Birchmont Drive NE, Bemidji, MN 56601-2699 (hereinafter receiving institution). This Agreement and any amendments and supplements, shall be interpreted pursuant to the laws of the State of Minnesota.

The sending institution has established a Mechanical Drafting, Design & Engineering Technology AAS (hereinafter sending program), and the receiving institution has established a Project Management Product Development Emphasis (hereinafter receiving program), and will facilitate credit transfer and provide a smooth transition from one related program to another. It is mutually agreed:

Admission and Graduation Requirements

- A. The receiving institution's admission and program admission requirements apply to both direct entry students and to students who transfer under this agreement.
- B. Students must fulfill the graduation requirements at both institutions.
- C. Students must complete the entire sending program and meet the receiving institution's admission requirements for the agreement to apply, including grade requirements for courses and an overall GPA requirement.

Transfer of Credits

- A. The receiving institution will accept 72 credits from the sending program. A total of 72 credits remain to complete the receiving program.
- B. Courses will transfer as described in the attached Program Transfer Table. For system institutions, once the courses are encoded, they will transfer as described in the "Transferology" audit.

Implementation and Review

- A. The Chief Academic Officers or designees of the parties to this agreement will implement the terms of this agreement, including identifying and incorporating any changes into subsequent agreements, assuring compliance with system policy, procedure and guidelines, and conducting a periodic review of this agreement.
- B. This Transfer Agreement is effective on 10/16/2023 and shall remain in effect until 10/15/2028 or for five years, whichever occurs first, unless terminated or amended by either party with 90 days prior written notice.
- C. The college and university shall work with students to resolve the transfer of courses should changes to either program occur while the agreement is in effect.
- D. This Transfer Agreement will be reviewed by both parties beginning 4/15/2028 (within six months of the end date).
- E. When a student notifies the receiving institution of their intent to follow this agreement, the receiving institution will encode course waivers and substitutions.

PROGRAM TRANSFER TABLE

Check if the sending program ___ or receiving program ___ is new.

	College (sending)	University (receiving)
Institution	Alexandria Technical & Community College	Bemidji State University
Program name	Mechanical Drafting, Design & Engineering Technology AAS	Project Management BS -Product Development Emphasis
Award Type (e.g., AS)	AAS	B.S.
Credit Length	72	120
CIP code (6-digit)	15.0306	15.0612
Program admission requirements (if any)		

Instructions

- List all required courses in both academic programs.
- MnTC goal areas transfer to the receiving institution according to the goal areas designated by the sending institution.
- Do not indicate a goal area for general education courses that are not part of the MnTC.
- For restricted or unrestricted electives, list number of credits.
- Credits applied: the receiving institution course credit amount may be more or less than the sending institution credit amount. Enter the number of credits that the receiving institution will apply toward degree completion.
- Show equivalent university-college courses on the same row to ensure accurate DARS encoding.
- Equiv/Sub/Wav column: If a course is to be encoded as equivalent, enter Equiv. If a course is to be accepted by the university as a "substitution" only for the purposes of this agreement, enter Sub. If a course requirement is waived by the receiving institution, enter Wav. If a course is to be accepted by the university as a MnTC goal area, restricted elective or unrestricted elective, leave the cell blank.

(To add rows, place cursor outside of the end of a row and press enter.)

SECTION A - Minnesota Transfer Curriculum-General Education

College (sending)			University (receiving)			
course prefix, number and name	Goal(s) ¹	Credits	course prefix, number and name	Goal(s) ¹	Credits Applied	Equiv Sub Wav
Minnesota Transfer Curriculum-General Education						
Any ECON Course	5, 9	3	ACCT 1100 Financial Literacy	5, 9	3	Equiv
ECON 1404 Recommended	5		MNTC Equivalent credits and Goal Area	5		
ENGL1460 Technical Writing	1	3	ENGL 2150 Technical Writing	1	3	Equiv
MATH 1421 College Algebra	4	4	MATH 1170 College Algebra	4	4	Equiv
MATH 1431 Geometry	4	3	MNTC Equivalent credits and Goal Area	4	3	Equiv
MATH 1432 Principles of Trigonometry	4	3	MNTC Equivalent credits and Goal Area	4	3	Equiv
PHYS 1407 College Physics I and PHYS 1408 College Physics I Lab	3	4	PHYS 1101 General Physics I	3	4	Equiv
MnTC/General Education Total		20				

Special Notes, if any: Remaining MnTC requirements may be completed at the college or university.

¹ MnTC goal areas transfer to the receiving MnSCU college/university according to the goal areas designated by the sending college/university

SECTION B - Major, Emphasis, Restricted and Unrestricted Electives or Other

(pre-requisite courses, required core courses, required courses in an emphasis, or electives (restricted or general) within the major). Restricted electives (in Major) fulfill a specific requirement within a major. Example A: "Chose two of the following three courses;" Example B: A Biology degree may require 40 science credits (20 credits of required courses + 20 credits of listed related courses, such as botany, genetics, sociobiology, etc. which students can select).

Major, Emphasis, Restricted, Unrestricted Electives or Other Courses				
COMM 1440 Communicating for Results	2	General Elective Credits	2	
MEDR 1601 Engineering Drawing I	3	General Elective Credits	3	
MEDR 1602 Engineering Drawing II	3	TADT 1220 Introduction to Manufacturing Processes II	3	Equiv
MEDR 1608 Rapid Prototype Operations	1	General Elective Credits	1	
MEDR 1617 Computer Assisted Drafting 2-D	3	TADT 1460 2D Graphics and Laser Etching	3	Equiv
MACH 1502 Basic Machining Processes	3	TADT 1210 Introduction to Manufacturing Processes I	3	Equiv
MEDR 1609 Engineering Drawing III	5	TADT 2877 Engineering Problem Solving	5	Sub
MEDR 1618 Computer Assisted Drafting 3-D and MFGT 1550 Engineering Drafting	5	TADT 2461 Parametric 3D Modeling and General Elective credits (2 cr.)	5	Equiv
MACH 2523 Intro. to Computer Aided Manufacturing	3	TADT 3462 Computer Controlled Machining	3	Equiv
MEDR 2703 Practicum	3	TADT 3970 Internship	3	Equiv
MEDR 2610 Machine Design (with CAD)	3	General Elective Credits	3	
MFGT 1560 Mechatronics I	3	General Elective Credits	3	
MACH 1625 Blueprint Reading/Geo Tolerancing II	3	General Elective Credits	3	
MACH 2612 Jig & Fixture Design	2	General Elective Credits	2	
MEDR 2601 Product Design (with CAD)	4	TADT 1450 Introduction to Product Development	4	Equiv
MEDR 2615 Applied Statics & Strengths of Material	3	General Elective Credits	3	
WELD 1620 Blueprint Reading II	3	General Elective Credits	3	
General Electives				
Major, Emphasis, Unrestricted Electives Total	52	Total College Credits Applied (sum of sections A and B)	72	

SECTION C - Remaining University (receiving) Requirements

	course prefix, number and name	Credits
	Credits to complete MNTC and general education graduation requirement	22
	TADT 1111 Introduction to Project Management	3
	TADT 3267 Economic and Cost Analysis	3
	TADT 4385 Sustainability and Emerging Technologies	3
	TADT 4873 Emphasis Related Capstone	3
	TADT 4878 Quality Assurance	3
	TADT 4970 Internship	2
	II PROJECT MANAGEMENT CORE COURSES	
	BUAD 2220 Legal Environment	3
	TADT 1109 Computer Applications for Project Managers	3
	TADT 2211 Introduction to Cost Management	3
	TADT 3112 Leadership in a Team Environment	3
	TADT 3885 Technical Sales, Service and Training	3
	TADT 4875 Facilities Management	3
	TADT 4893 Applied Project Management	3
	PRODUCT DEVELOPMENT EMPHASIS	
	TADT 2450 Product Finishing & Aesthetics	3
	TADT 3470 Concept to Prototype Model	3
	TADT 3537 Industrial Design/Innovation	3

	TADT 4589 Advanced Prototype Project	3
	Total Remaining University Credits²	72
Special Notes, if any:		

SECTION D - Summary of Total Program Credits			
College (sending) Credits		University (receiving) Requirements	
MnTC/General Education	20		
Major, Emphasis, Unrestricted Electives or Other	52		
Total College Credits	72	Total College Credits Applied	72
		Remaining credit to be taken at the university (receiving institution)	72
		Total Program Credits	144
Special Notes, if any:			

² At least 40 of the required credits for the baccalaureate degree shall be at the upper-division level. If a lower division course is shown as equivalent to an upper division course, check with the university to determine if it will count toward the 40 required credits of upper division.

College Chief Academic Officer	Name	Signature	Date
VP of Academic and Student Affairs	Mr. Scott Berger		
Title			
University Chief Academic Officer	Name	Signature	Date
Provost	Dr. Allen Bedford		
Title			
DARS Encoder	Beverly Hodgson		
Transfer Credit Evaluator	Anna Riedel		
Date when equivalencies were verified/encoded in DARS by the receiving Minnesota State institution.			