

**Transfer Articulation Agreement  
between  
STATE UNIVERSITY OF NEW YORK  
COLLEGE OF AGRICULTURE AND TECHNOLOGY AT COBLESKILL  
and  
HERKIMER COUNTY COMMUNITY COLLEGE**

*May 2024*

This agreement establishes procedures to promote the easy transition of Business Administration Associate in Applied Sciences (A.A.S) degree graduates from Herkimer County Community College (Herkimer College) to the Bachelor of Business Administration (B.B.A) at the State University of New York College of Agriculture and Technology at Cobleskill (SUNY Cobleskill).

Objectives of the Agreement

1. To provide a transfer path to qualified Herkimer graduates who want to enhance their education and careers by pursuing a bachelor's degree.
2. To assist academic advisors with pertinent academic information for students who wish to continue their education in a bachelor degree program.
3. To attract qualified students to Herkimer College and SUNY Cobleskill.
4. To facilitate communication and academic coordination between faculty and administrators at each institution regarding curriculum and the transferability of the courses.

Terms of the Agreement

1. Students from Herkimer College, who complete the A.A.S. degree and have the courses outlined in Addendum with a minimum 2.25 cumulative grade point average, will be guaranteed admission into the B.B.A. degree at SUNY Cobleskill with full junior status.
2. Transfer students must complete and file the SUNY Admissions Application indicating transfer to SUNY Cobleskill prior to November 1 for spring semester entry, and prior to May 15 for fall semester entry.
3. Students who do not meet the requirements of this agreement will also be considered for admission. They will be evaluated on an individual basis.

Review and Revision of the Agreement

This agreement will be reviewed when substantial changes are made in the curriculum on either campus. At the request of either party, a review of the Transfer Articulation Agreement will be conducted by both institutions.

Termination

This agreement shall remain in force from May 2024 until such time as either institution elects to terminate it. Termination by either institution will be announced with sufficient anticipation to assure any students enrolled the opportunity to be admitted to SUNY Cobleskill under its terms.

Effective Date and Signatures

This agreement will become effective May 2024, upon acceptance of Agreement, with appropriate signatures.

HERKIMER COLLEGE

SUNY COBLESKILL



Nicholas F. Laino, Officer-in-Charge



Marion A. Terenzio, Ph.D., President



Michael A. Oriolo, Provost



Darcy Medica, Ph.D., Provost and Vice President for Academic Affairs



William H. McDonald, Dean  
Academic Affairs, BHST Division



Elise N. Weiss, Assistant Dean  
Academic Affairs and Teaching Faculty



Melissa Peek, Coordinator  
Transfer Pathways



Melissa A. Struckle, Director  
Educational Pathways

**HERKIMER COUNTY COMMUNITY COLLEGE  
BUSINESS: BUSINESS ADMINISTRATION A.A.S.**

TO

**STATE UNIVERSITY OF NEW YORK AT COBLESKILL  
BACHELOR OF BUSINESS ADMINISTRATION B.B.A.**

**ADDENDUM**

|                     | Herkimer Course   |    |                              | Cobleskill Equivalent  |        |
|---------------------|---|----|------------------------------|--|--------|
| BU 104              | Financial Accounting  | 4  | ACCT 101<br>ACCT 1XX         | MF - Financial Accounting<br>PR - Financial Accounting                   | 3<br>1 |
| BU 105              | Managerial Accounting   | 3  | ACCT 103                     | MF - Managerial Accounting   | 3      |
| BU 111              | Business Organization & Management                            | 3  | BADM 131                     | MF - Principles of Business  | 3      |
| BU 112              | Business Communications                                       | 3  | BADM 145                     | MF - Business Communications   | 3      |
| BU 121              | Business Law I  | 3  | BADM 223                     | MF - Business Law I  | 3      |
| BU 141              | Introduction to Marketing                                     | 3  | BADM 134                     | MF - Principles of Marketing   | 3      |
| BU 232              | Principles of Management                                      | 3  | BADM 249                     | MF - Management  | 3      |
| BU 233              | Bus Applications & Strategies                                 | 3  | BADM 2XX                     | PR - Bus Applications & Strategies                                       | 3      |
| BU 250              | Business Ethics   | 3  | BADM 2XX                     | PR - Business Ethics   | 3      |
| BU 251              | Human Resource Management                                     | 3  | BADM 310                     | PR - Human Resources Management  | 3      |
| BU 107              | Business Elective: Personal Finance                           | 3  | BADM 201                     | MF - Personal Finance  | 3      |
| EN 111              | College Writing   | 3  | ENGL 101                     | LAS - Composition I  | 3      |
| EN 112              | College Literature  | 3* | ENGL 121                     | LAS - Intro. to Literature   | 3      |
| FS 100              | First Year Student Seminar                                    | 1  | FFCS 101                     | EL - Foundations for College Success                                     | 1      |
| IS 115              | Computer Application I  | 3  | CITA 110                     | MF - Microcomputer Applications  | 1      |
| MA 127              | Mathematics Selective: Statistics                             | 3* | MATH 125                     | LAS - Statistics   | 3      |
|                     | Science Selective- Course that satisfies<br>Science Gen. Ed.  | 3* | <i>Equivalent<br/>course</i> | LAS - Equivalent Course  | 3      |
| SS 185              | Intro to Macroeconomics                                       | 3  | ECON 124                     | LAS - Macro-Economics  | 3      |
| PE                  | Physical Education Activity                                   | 2  | <i>Equivalent<br/>course</i> | EL - Equivalent courses  | 2      |
|                     | Elective  | 3  | <i>Equivalent<br/>course</i> | EL - Equivalent course   | 3      |
| DEISJ               | Diversity, Equity, Inclusion, and Social<br>Justice Selective | 3  | <i>Equivalent<br/>course</i> | LAS - Equivalent course  | 3      |
| SS 121 or<br>SS 122 | American History to 1865<br>American History Since 1865       | 3  | HIST 121 or<br>HIST 122      | LAS<br>History of the United States I<br>History of the United States II | 3      |

*Credits from the courses above, in the Business Administration A.A.S program, will transfer to the Business Administration B.B.A. degree in the following categories:*

|  |           |
|--|-----------|
| Major Field Requirements .....             | 27        |
| Professional Requirements .....            | 10        |
| Liberal Arts & Sciences Requirements ..... | 21        |
| General Electives .....                    | 6         |
| <b>TOTAL CREDITS TRANSFERRED</b>           | <b>64</b> |

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*64 credits will transfer to the 122-credit requirement in the Bachelor of Business Administration degree.*

*58 credits of the following coursework will need to be satisfied:*

**Major Field Requirements – 22 Credits**

|  |                                    |   |
|--|------------------------------------|---|
| ACCT 335   | Principles of Financial Management | 3 |
| BADM 305   | International Business             | 3 |
| BADM 320   | Ethics and Management              | 3 |
| BADM 380   | Internship Orientation             | 1 |
| BADM 400   | Operations Management              | 3 |
| BADM 449   | Management Policies and Issues     | 3 |
| Management Electives (300-499) ACCT, BADM, CITA,<br>CAHT, ECON, FSMA, GOVT, MKHT, PSYC, TRAV |                                    | 6 |

**Internship – 12 credits**

|  |                         |   |
|--|-------------------------|---|
| BADM 480                                     | Internship &            | 9 |
| BADM 485                                     | Internship Reporting or | 3 |
| 12 credits of 300-499 BADM, CAHT, CITA, FSMA |                         |   |

**Professional Requirements – 5 credits**

|  |   |
|--|---|
| Courses in consultation with advisor -   | 3 |
| At least 5 credits must be 300/400-level | 2 |

**Liberal Arts & Sciences Requirements - 13 Credits**

|  |          |   |
|--|----------|---|
| PHED 151   | Wellness | 1 |
| Additional Liberal Arts & Science Electives          |          | 6 |
| Upper level (300-499) Liberal Arts & Science courses |          | 6 |

**General Electives – 6 credits**

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