

**ACADEMIC PROGRAM ARTICULATION AGREEMENT BETWEEN THE BOARD OF TRUSTEES OF THE COMMUNITY COLLEGE OF BALTIMORE COUNTY AND STEVENSON UNIVERSITY REGARDING TRANSFER FROM THE ASSOCIATE OF APPLIED SCIENCE IN LEGAL STUDIES TO BACHELOR OF SCIENCE IN LEGAL STUDIES**

This Academic Program Articulation Agreement (Agreement) is initiated this \_\_\_\_\_ day \_\_\_\_\_, 202\_, entered into by and between **the Board of Trustees of the Community College of Baltimore County** an institution of higher education, organized in the State of Maryland with a campus located at 7201 Rossville Boulevard, Baltimore, MD 21237 (CCBC or the Sending Institution) and **Stevenson University** an institution of higher education, organized in the State of Maryland with its principal office located at 100 Campus Circle, Owings Mill, MD 21117 (Stevenson University or the Receiving Institution) (collectively, the Institutions) for the purpose of facilitating the transfer of academic credits from CCBC's **Associate of Applied Science in Legal Studies** towards the completion of the **Bachelor of Science in Legal Studies through Stevenson University** (the Program(s)).

A. Qualifying Students are defined as students that:

1. Have successfully completed the program at the Sending Institution;
2. Are enrolled in the Sending Institution, in good standing; and
3. Are accepted for admission to the Receiving Institution.

B. Responsibilities of the Institutions

1. The Institutions agree to implement the transfer of Qualifying Students in accordance with applicable law and the following requirements and protocols:
  - a) Qualified Student may transfer from the Sending Institution into the Receiving Institution for the completion of the Program.
  - b) Courses that the Receiving School will accept credits for towards completion of the Program are noted within the Transfer Plan below:

**Transfer Plan**  
**Community College of Baltimore County**  
**Associate of Applied Science in Legal Studies to Stevenson University**  
**Bachelor of Science in Legal Studies**

This transfer plan is intended for students pursuing an **Associate of Applied Science in Legal Studies** at CCBC who are interested in pursuing a **Bachelor of Science in Legal Studies at Stevenson University**. The equivalencies below demonstrate how a student can meet both the requirements of the associate degree and prepare for a seamless transfer to Stevenson University. Please note:

1. Only courses that have course equivalencies are displayed. This guide does not show all transferable courses from the Sending Institution, nor does it display all Receiving Institution courses that will fulfill a specific requirement.

2. Transfer plans are intended to be used as planning tools. If additional assistance is required for selecting courses to take prior to a Qualified Student's transfer to the Receiving Institution, contact Stevenson University Admissions at 443-334-3300.

**Course by Course Equivalency (SU Catalog, 2023-2024; CCBC Catalog, 2023-2024)**

| CCBC Course  | Credits | SU Equivalency                            | Credits | Notes                          |
|--|---------|---|---------|--------------------------------|
| <b>General Education Requirements</b>  |         |   |         |                                |
| CMNS 101-Fundamentals of Communication   | 3       | CM 101-Public Speaking                    | 3       | CI-Intensive requirement       |
| CSIT 101-Technology and Information Systems  | 3       | General Elective                          | 3       |                                |
| ENGL 101-College Composition I   | 3       | ENG 151-College Writing I                 | 3       |                                |
| <b>General Education Electives-Choose courses from the list of approved <u>General Education Courses</u>. One course must be a Diversity course.</b> |         |   |         |                                |
| Arts and Humanities: SU recommends a 100 or 200-level literature, religion, history or philosophy course   | 3       | Humanities Course                         | 3       | One of four required           |
| Biological and Physical Sciences with lab  | 4       | SR-L                                      | 4       | Laboratory Science Requirement |
| Mathematics: SU recommends Math 153 Introduction to Statistical Methods  | 4       | Math 136-Introduction to Statistics       | 4       | QL requirement                 |
| Social and Behavioral Sciences: CRJU 101- Introduction to Criminal Justice   | 3       | CJUS 101 Introduction to Criminal Justice | 3       | Social Science Course          |
| <b>Program Requirements</b>  |         |   |         |                                |
| ENGL 102-College Composition II  | 3       | ENG 152-College Writing II                | 3       |                                |
| LGST 101-Introduction to Law   | 3       | LAW 102-Introduction to Legal Studies     | 3       |                                |

| CCBC Course   | Credits   | SU Equivalency                        | Credits   | Notes  |
|---|-----------|---------------------------------------|-----------|--|
| LGST 103-Legal Research & Writing I                       | 3         | LAW 125-Legal Research and Writing I  | 3         |  |
| LGST 104-Law Office Practices/Legal Ethics                | 3         | LAW 199                               | 3         | Lower-level LAW elective                         |
| LGST 201-Civil Litigation: Practice and Procedure         | 3         | LAW 216-Civil Litigation and Pleading | 3         |  |
| LGST 202-Criminal Law & Procedure                         | 3         | LAW 215-Criminal Law                  | 3         | Lower-level LAW elective                         |
| LGST 207-Torts  | 3         | LAW 112-Torts                         | 3         |  |
| LGST 217-Business Organization and Contracts              | 3         | LAW 130-Business Organizations Law    | 3         |  |
| LGST 230-Legal Research and Writing II                    | 3         | LAW 210-Legal Research and Writing II | 3         |  |
| LGST 273-Internship-Legal Studies                         | 3         | Waiver of LAW 225 internship          | 3         | Substitute with legal specialty course-see below |
| <b>Program Electives-</b><br>SU recommends the following: |           |                                       |           |  |
| LGST 203-Estates and Trusts                               | 3         | LAW 114-Estates and Trusts            | 3         |  |
| LGST 128/CRJU 128-Civil Rights and Civil Liberties        | 3         | LAW 204-Constitutional Law            | 3         |  |
| Program elective of choice                                | 3         | General Elective                      | 3         |  |
| <b>Total Credits</b>                                      | <b>62</b> |                                       | <b>62</b> |  |

### 3. Remaining Courses

Students who complete the plan above including all recommended courses will take the following courses at the Receiving Institution to meet their graduation requirements.

Students who transfer before completing the **Associate of Applied Science in Legal Studies** at the Sending Institution may have additional program and graduation requirements to take and fewer free electives.

#### 4. Major Requirements

All Qualified students will be required to take a minimum of sixty (60) credits of coursework at the Receiving Institution. A minimum total of one hundred and twenty (120) credits are required for the **Bachelor of Science in Legal Studies** at the Receiving Institution.

Completion of the **Bachelor of Science in Legal Studies** requires students to successfully complete the following course work:

#### **General Education Requirements (15-16 credits)**

| <b>Requirement</b>   | <b>Credits</b>                         |
|--|--|
| 1 quantitative reasoning, scientific reasoning, or scientific reasoning lab course | 3-4 (4 if take additional lab science) |
| 3 humanities courses (3 out of 4 courses should be from different disciplines)     | 9                                      |
| 1 fine arts course   | 3                                      |

#### **Program Requirements (27 credits)**

| <b>Requirement</b>  | <b>Credits</b> |
|---|----------------|
| LAW 120-Contract Law  | 3              |
| LAW 352-Law Office Technology                               | 3              |
| LAW 480-Legal Studies Capstone                              | 3              |
| POSC 102-American Government                                | 3              |
| Four LAW electives at the 300-400 level                     | 12             |
| One Legal Specialty class (any level) to replace Internship | 3              |

#### **Additional Requirements–Onsite Program**

|  |
|--|
| General Elective (15-16) credits to reach the 120-credit minimum |
|--|

5. **CCBC Students may transfer up to a total of 70 credits.** Students who complete some of the remaining courses listed above may have fewer courses to take at the Receiving Institution toward the **Bachelor of Science in Legal Studies**. Additional courses that may be used to satisfy some of the Receiving Institution's requirements are as follows:

**Additional Course Equivalencies Taken at CCBC For SU Credit**

| CCBC   |         | Stevenson University   |         |
|--|---------|--|---------|
| CCBC Equivalencies   | Credits | Course Number/Name   | Credits |
| POLS 101-American Government   | 3       | POSC 102- American Gov't<br>(program requirement)  | 3       |
| <i>Recommended:</i> ENGL 110, 219, 220 or 221, MUSC 101 or 102, ARTD 101, 105 or 105 | 3       | Fine Arts Requirement  | 3       |
| <i>Recommended:</i> PHIL 103 or 240, WLSP 101, CMNS 242                              | 3       | Humanities Requirement (need total of four covering three disciplines)<br>(recommend literature, religion, history, or philosophy)             | 3       |
| <i>Recommended:</i> PHIL 103 or 240, WLSP 101, CMNS 242                              | 3       | Humanities Requirement (need total of four covering three disciplines)<br>(recommend literature, religion, history, or philosophy)             | 3       |
| <i>Recommended:</i> PHIL 103 or 240, WLSP 101, CMNS 242                              | 3       | Humanities Requirement (need total of four covering three disciplines)<br>(recommend literature, religion, history, or philosophy)             | 3       |
| <i>Recommended:</i> BIOL 108 or CRJU 112   | 3-4     | Quantitative Reasoning, Scientific Reasoning, Scientific Reasoning with Lab (recommend math/science)<br>3-4 (4 if take additional lab science) | 3       |

## 6. Additional Provisions

- a) Courses that fulfill program requirements are only eligible for transfer if students have earned a grade of “C” or better. Courses used to fulfill only general education requirements are eligible for transfer if students have earned a grade of “D” or better, except for college composition, which must be passed with a “C” or a 70 or higher.
- b) Students must have a 2.0 cumulative grade point average at the time of application.
- c) The Receiving Institution participates in general education block transfer. Students entering the Receiving Institution with an A.A., A.S., or A.A.T. degree from a Maryland community college including the Sending Institution will have met all of the Receiving Institution’s general education requirements, with the exception of a second composition course if not already taken. The equivalencies above detail the coursework students would take under the block transfer program. Not all programs are eligible for block transfer.
- d) The Receiving Institution will accept up to seventy (70) credits from two (2) year institutions. Up to ninety (90) credits can be applied to degree requirements from a combination of two (2) year institutions, four (4) year institutions, and non-direct classroom instruction (including CLEP, AP, and other nationally recognized standardized examination scores). For additional information about credit transfer, please see: [Transfer Credit Evaluation](#).
- e) For non-direct classroom instruction, an appropriate score is determined by the Receiving Institution, and student must submit original test scores/results to the Receiving Institution. High School Articulated credits will not transfer. Credit awarded for prior learning (“life experience”) is not recognized by and is not transferable to the Receiving Institution.
- f) For financial aid and scholarship information, please see the Receiving Institution’s [Apply for Financial Aid](#) webpage.
- g) Students intending to transfer should complete the admission application for the Receiving Institution once they complete forty-five (45) credits of the Associate of Applied Science in Legal Studies at the Sending Institution. Students should contact the Financial Aid Office at the Receiving Institution as soon as possible regarding college deadlines for financial aid. Students who have completed an associate degree at a Maryland community college including the Sending Institution are guaranteed admissions to the Receiving Institution.

7. The Receiving Institution shall designate, and shall provide to the Sending Institution, the contact information of a staff person at the Receiving Institution who is responsible for the oversight of the transfer of Qualifying Students. The Sending Institution shall designate, and shall provide to the Receiving Institution, the contact information of a staff person at the Sending Institution who is responsible for the oversight of the transfer of Qualifying Students.

| <b>Oversite of Records</b>                     | <b>Sending Institution</b>                               | <b>Receiving Institution</b>   |
|--|--|--|
| Name of staff person responsible for oversight | Deb Baker  | Dave Copenhaver  |
| Title of staff person                          | Assistant Registrar                                      | Assistant Director of Transfer Admissions                                |
| Email address                                  | <a href="mailto:dbaker@ccbcmd.edu">dbaker@ccbcmd.edu</a> | <a href="mailto:wcopenhaver@stevenson.edu">wcopenhaver@stevenson.edu</a> |
| Telephone Number                               | 443.840.4647   | 443.352.4409   |

8. Should the staff person or position change, the Institution will promptly provide new contact information to the partner Institution and inform the Maryland Higher Education Commission of the change.

**Additional contact information:**

| <b>Articulation Agreement Contact</b> | <b>Sending Institution</b>                               | <b>Receiving Institution</b>   |
|---------------------------------------|--|--|
| Name of person                        | Nicole Zampino   | Amanda Hostalka  |
| Title of person                       | Coordinator of Transfer and Degree Acceleration          | Vice Provost, Outreach   |
| Email address                         | <a href="mailto:nzairi@ccbcmd.edu">nzairi@ccbcmd.edu</a> | <a href="mailto:ahostalka@stevenson.edu">ahostalka@stevenson.edu</a> |
| Telephone Number                      | 443.840.4647   | 443.394.9549   |

9. If the Qualifying Student is using federal Title 38 VA Education Benefits (GI Bill® Education Benefits), the Institutions shall adhere to all applicable U.S. Department of Veterans Affairs' regulations, including the regulations governing the awarding prior credit, as regulated under Title 38, Code of Federal Regulations, Sections 21.4253(d)(3) and 21.4254(c)(4).
10. Each Institution shall adhere to all applicable transfer requirements set forth in the Annotated Code of Maryland and the Code of Maryland Regulations.
11. Each Institution shall advise students regarding transfer opportunities under this Agreement and shall advise students of financial aid opportunities and implications associated with the transfer.

12. Should either Institution makes changes to program requirements, the Institution will inform the partner Institution immediately.

#### C. Term and Termination

1. This Agreement shall be effective on the date that it is signed by the appropriate and authorized representatives of each Institution.
2. Either Institution may at its sole discretion terminate this Agreement upon delivering sixty (60) days written notice to the other Institution.
3. Both Institutions agree to review the terms of this Agreement three (3) years from the date of execution and by written signed agreement, either renew the Agreement as is or amend and modify the terms of the Agreement.

#### D. Amendment

1. This Agreement constitutes the entire understanding and agreement of the Institutions with respect to their rights and obligations in carrying out the terms of the Agreement, and supersedes any prior or contemporaneous agreements or understandings.
2. The Institutions recognize that during the term of this Agreement, situations may arise which require that terms and conditions set forth in the Agreement must be clarified or modified. This Agreement shall not be modified or amended, except in a written instrument executed by both Institutions.

#### E. Nondiscrimination

The Parties agree that none shall discriminate against any individual or student based on age, sex, race, color, sexual orientation, gender identity, religious belief, national origin, genetic information, political affiliation, veteran's status, disability, or any other protected category when providing services in this Program. Furthermore, the Parties agree to comply with all applicable Federal, Maryland, and local laws and regulations concerning discrimination.

#### F. Governing Law

This Agreement shall be governed by, and construed in accordance with, the laws of the State of Maryland, Baltimore County without giving effect to the conflicts of laws principles thereof.



#### G. Counterparts

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement. This Agreement may contain more than one counterpart of the signature page and this Agreement may be executed by affixing of the signatures of each of the parties hereto to one of such counterpart signature pages; all such signature pages shall be read as though one and they shall have the same force and effect as though all of the parties had signed a single signature page. In producing this Agreement, it shall not be necessary to produce or account for more than one counterpart signed by the person against whom enforcement is sought.

#### H. Delay

No failure or delay in exercising any right or remedy, or in requiring the satisfaction of any condition, under this Agreement, and no act, omission, or course of dealing between the Parties, operates as a waiver or estoppel of any right, remedy, or condition.

#### I. Enforceability

If any term or provision of this Agreement is held to be illegal, unenforceable, or in conflict with any law governing the subject matter of this Agreement, the validity of the remaining provisions shall not be affected and shall remain in effect.

#### J. Notice of Agreement

The Institutions agree to provide copies of this Agreement to all relevant individuals and departments of the Institutions, including but not limited to students, academic department chairs participating in the transfer, offices of the president, registrar's offices, and financial aid offices.

#### K. No Third-Party Beneficiaries

There are no third party beneficiaries to this Agreement.

#### L. Representations and Warranties of the Parties

1. Both Institutions represent and warrant that the following shall be true and correct as of the Effective Date of this Agreement, and shall continue to be true and correct during the term of this Agreement:
  - a) The Institutions are and shall remain in compliance with all applicable federal, state, and local statutes, laws, ordinances, and regulations relating to this Agreement, as amended from time to time.
  - b) Each Institution has taken all action necessary for the approval and execution of this Agreement.
  - c) Each of the individuals whose signature appears below represents and warrants that he or she is duly authorized to execute and deliver this Agreement on behalf of the Institution indicated and that this Agreement is binding on such Institution in accordance with its terms.