

MEMORANDUM OF UNDERSTANDING

BETWEEN

STATE UNIVERSITY OF NEW YORK AT CANTON

STATE UNIVERSITY OF NEW YORK EMPIRE STATE COLLEGE

June 2020

I. General Statement of Purpose

This document establishes a formal Memorandum of Understanding for a pathway between the following programs:

I) SUNY Canton's **Bachelor of Business Administration in Management (BBA)** degree program and SUNY Empire State College's (SUNY Empire) **Master of Business Administration in Business Management (MBA-BM)** graduate degree program;

The purpose is to facilitate the admission of qualified SUNY Canton Bachelor degree recipients into SUNY Empire State College's MBA degree programs through **two pathways**:

- A. **cross-registration of SUNY Canton Bachelor students into 9 credits of SUNY Empire graduate coursework and**
- B. **jointly agreed upon accelerated Bachelor's to Master's pathways.**

II. Requirements and Terms

A. Cross-Registration Pathway

SUNY Canton Bachelor students who have successfully completed at least 75-credits of coursework, have a cumulative GPA of 3.0 or above, and have SUNY Canton department chair and SUNY Empire division chair approval may cross register for up to 9 credits of SUNY Empire State College course coursework from the following list:

- **MGMT 6016** Financial Management
- **MGMT 6020** Leadership and Organizational Behavior
- **MGMT 6025** Strategic Perspectives of Global Management
- **MGMT 6030** Management Information Systems
- **MGMT 6035** Global E-Commerce Strategies
- **MGMT 6040** High Performance Management
- **MGMT 6050** Operations Management (completion of an undergraduate Statistics course required for enrollment)
- **MGMT 6065** Economics for Global Managers (completion of an undergraduate Micro Economics course required for enrollment)
- **MGMT 6075** International Financial Management (completion of an undergraduate Accounting course required for enrollment)
- **FSMA 6010** Quantitative Methods in Finance

B. Combined Bachelor to Master's Pathway

I. SUNY Canton and SUNY Empire have jointly developed a combined BBA-MBA pathway.

II. This combined Bachelor to Master pathway will adhere to the following principles:

1. SUNY Canton students will be able to apply for the combined accelerated pathway program when they successfully complete **60-credits** of undergraduate

coursework. Prerequisite courses that need to be completed with a B or better prior to acceptance include Micro Economics, Statistics, and Accounting.

2. Students must have earned a cumulative **GPA of 3.2** or above at the time of application to the **accelerated pathway**.
3. Active SUNY Canton students applying to Bachelor to Master pathway will have the following standard admission requirements **waived**:
 - a. Application fee
 - b. Application essay
 - c. Letters of recommendation
4. In order to maintain standing in the accelerated pathway, students must maintain a **GPA of 3.0 or above** through completion of the Bachelor degree. Student who do not have a 3.0 GPA at the completion of the Bachelor will be dropped from the accelerated pathway. However, students who are dropped from the program may apply to the SUNY Empire graduate program through the traditional admissions process.
5. Undergraduate students enrolled in the accelerated pathway will **cross-register for 12 credits of graduate coursework**, at the SUNY undergraduate tuition rate, at SUNY Empire during their junior and senior years. These four courses will meet the requirements for four elective course requirements within the Bachelor program. SUNY Empire's MBA program has 10 unique tracks and SUNY Canton students can tailor their cross-registration course selection to align accordingly, per the table below:

SUNY Empire MBA Program Track	Applicable Combined Pathway Cross-registration Coursework
Global Finance & Investment	MGMT 6016, MGMT 6020; MGMT 6025, MGMT 6035, MGMT 6065, MGMT 6075, FSMA 6010
International Business	MGMT 6020, MGMT 6025, MGMT 6035, MGMT 6065, MGMT 6075
Healthcare Management; Human Resource Management; Information Technology Management; Innovation Management & Entrepreneurship; Management; Marketing; Nonprofit Management; or Project Management	MGMT 6016, MGMT 6020, MGMT 6025, MGMT 6030, MGMT 6040, MGMT 6050

6. Upon completion of the Bachelor's degree, students will matriculate with SUNY Empire as their home institution to complete the MBA portion of the accelerated pathway.
7. Students will provide SUNY Empire with a final transcript listing degree posted and cumulative GPA for the Bachelor degree program.
8. Students in a combined pathway will have both an undergraduate SUNY Canton advisor and a graduate SUNY Empire advisor.

C. **SUNY Canton students will cross-register** in SUNY Empire graduate courses using the process outlined in the *Policy and Guidance: Cross Registration* (attached.)

D. SUNY Canton and SUNY Empire will develop procedures for notification of the partner

institution for any action taken by one institution that impacts a student's standing in either institution (e.g. violation of an academic or student conduct policy that results in probation or dismissal).

- E. SUNY Canton will collect payment from SUNY Canton Bachelor students cross-registering into SUNY Empire master's courses through either of this MOU's pathways and share revenue equal to the SUNY undergraduate tuition rate for each student-course enrollment with SUNY Empire.
- F. Per SUNY's 2017 cross registration guidance, SUNY Canton, as the undergraduate home institution, will be responsible for packaging financial aid in accordance with federal and state agency requirements while students are matriculated undergraduates. SUNY Empire will be responsible for packaging financial aid in accordance with federal and state agency requirements once students have successfully completed their Bachelor's degree with SUNY Canton and matriculated as graduate students with SUNY Empire.
- G. Any currently matriculated SUNY Canton student or recent alumnus/a is eligible for a graduate application fee waiver, if s/he applies to a SUNY Empire graduate degree or certificate program while matriculated in a SUNY Canton Bachelor's Degree program or within one year of graduating from a SUNY Canton bachelor's degree program. SUNY Empire State College will provide SUNY Canton with an application fee waiver code. SUNY Canton may disseminate the waiver code via intranet pages, email, or other modes of distribution that are accessible only to eligible students/alumni. SUNY Canton students/alumni must enter the code upon submission of their online application for admission. The code cannot be applied at a later time.

III. Benefits and Advantages

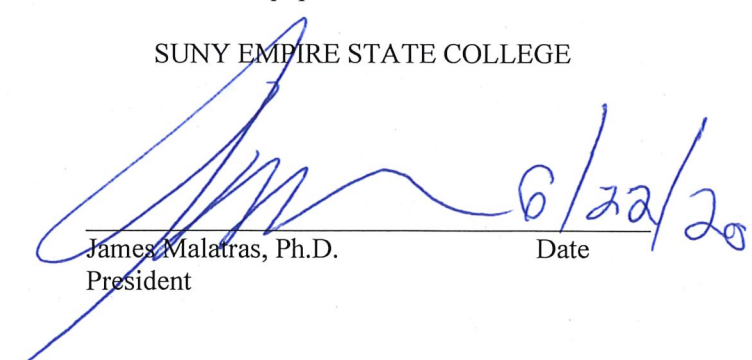
- A. Admission to SUNY Empire State College's Master's degree program which prepares students for related professional careers.
- B. To attract qualified students to both institutions who wish to pursue a Master degree which will prepare graduates with competencies needed for advanced positions in their field.

IV. Review and Revision of this Memorandum of Understanding


This agreement will be in effect for 5 years and may be renewed by entering into a new agreement. Should either party desire to terminate this agreement, notification will be given to the other party, in writing, no less than six months prior to the proposed date of termination. In the event of a termination of this agreement, each party agrees to offer the coursework required to teach out existing students for the time period indicated in the program discontinuation paperwork submitted to SUNY.

SUNY EMPIRE STATE COLLEGE

SUNY CANTON



James Malatras, Ph.D.
President

6/22/20
Date


Zvi Szafran, Ph.D.
President

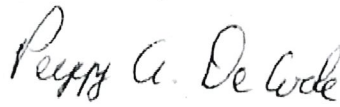
6/16/20

Date


Meg Benke Ph.D.
Provost and Executive Vice President
for Academic Affairs

6/22/2020

Date


Peggy De Cooke, Ph.D.
Provost and Vice President for
Academic Affairs

6.12.2020

Date

