

Valdosta State University and Oconee Fall Line Technical College  
Course Articulation Agreement

AAS in Applied Business Technology—Online BAS in Human Capital Performance

1. This joint agreement covers Oconee Fall Line Technical College (OFTC) graduates of the AAS in Applied Business Technology who are accepted as candidates for the online program leading to the BAS in Human Capital Performance at Valdosta State University (VSU).
2. Valdosta State University will also accept general education core courses for transfer as specified in the articulation agreement between the University System of Georgia and accredited colleges of the Technical College System of Georgia.
3. A minimum GPA of 2.0 out of a 4.0 scale for all college course work attempted is required for admission.
4. OFTC agrees to provide documentation for any Area F or Supporting Course that is labeled as 'not intended for transfer,' demonstrating that the course is comprised of degree level content with learning outcomes comparable to a transfer level course.
5. OFTC will ensure that all courses labeled as 'not intended for transfer' shall be taught by competent faculty who are eligible to teach at the collegiate level as determined by OFTC's faculty qualification criteria.
6. Candidates for the BAS in Human Capital Performance degree must complete a minimum of 120 semester hours of academic work, with a cumulative grade point average of 2.00 or better calculated from all work attempted at VSU. The academic work must include a minimum of 39 hours of upper division courses with at least 21 upper division hours in the major field.
7. Of the 40 semester hours immediately preceding graduation, at least 30 must be taken in residence at VSU. Any student admitted to VSU for the final year must be in residence for two semesters and complete at least 30 semester hours in residence, including 21 hours of upper division course work in the major. ("In residence" refers to courses taken through VSU.)
8. All other VSU and University System of Georgia requirements for admission, for acceptance of credit and for graduation must be satisfied.
9. The course list may be amended by written agreement of the Deans of the schools at each college.

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 AAS in Applied Business Technology—Online BAS in Human Capital Performance  
**Business Technology Specialization**

Area F

OFTC		VSU	
Course prefix, number, name	Credits	Area F credits accepted in transfer as an 18 semester hour block.	
APBT 2100 ABT Field Experience/Internship, or APBT 2101, 2102, 2103, 2104 ABT Field Experience/Internship I-IV	12		
MKTG 1161 Service Industry Bus Environment	2		
MKTG 1162 Customer Contact Skills	4		
Total Semester Credits	18	Total Semester Credits Awarded	18

Major Course Requirements: Supporting Courses

OFTC		VSU	
Course prefix, number, name	Credits	Major Course Requirements accepted in transfer as an 18 semester hour block of Supporting Courses.	
MKTG 1163 Computer Skills/Customer Service	2		
MKTG 1164 Business Skills for the Customer	2		
MKTG 1165 Personal Effectiveness in Customer Service	1		
ACCT 1100 Financial Accounting I, or BUSN 2200 Office Accounting BUSN 1200 Machine Transportation BUSN 1240 Office Procedures BUSN 1400 Word Processing Applications BUSN 1410 Spreadsheet Concepts BUSN 1430 Desktop Publishing	21		
Total Semester Credits	26	Total Semester Credits Awarded	18

**APPLIED BUSINESS TECHNOLOGY (ABT3)**  
AAS from OFTC to Online BAS in Human Capital Performance at VSU  
TRANSFER ANALYSIS (EXAMPLE)  
**Business Technology Specialization**

A. General Education Classes to Core Areas A-E

OFTC			VSU		
Area	Course	Hrs	Area	Course	Hrs
I	ENGL 1101	3	A	ENGL 1101	3
II	PSYC 1101	3	E	PSYC 1101	3
III	MATH 1111	3	A	MATH 1111	3
IV	ENGL 2130	3	C	ENGL xxxx	3
Gen Ed	ENGL 1102	3	A	ENGL 1102	3
	HIST 2111		E	HIST 2111	
	HIST 2112		E	HIST 2112	
	POLS 1101		E	POLS 1101	
	SOCI 1101		E	SOCI 1101	
	Total	15		Total	15

- B. Occupational courses for Area F = 18 credits.
- C. Occupational/Elective courses for Supporting Courses = 18 credits.
- D. Experiential credit for ACED 3510 and ACED 3520 = 6 credits.\*

TOTAL SEMESTER CREDIT HOURS AWARDED BY TRANSFER/PRIOR LEARNING EXPERIENCE = 57.

Summary

Needed for BAS degree completion:

- 27 credit hours in Areas A-E.
- 27 credit hours in Major Core.\*\*
- 9 credit hours in Upper Division Guided Electives.
- 63 credit hours

\*Credits based on prior learning experience. If not applicable, then an additional 6 credit hours of upper division coursework would be necessary.

\*\*The BAS degree requires VSU's ACED 2400 Computer Technology for the Workplace. (CS 1000 Introduction to Microcomputers and Applications can be substituted as well.) CIST 1001 from OFTC may be used for CS 1000. An exemption test is available for ACED 2400 or the course may be taken at VSU. For those who have taken COMP 1000 at OFTC, the ACED 2400 requirement is satisfied and 3 additional credit hours will transfer.

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**Medical Administrative Specialist**

Area F

OFTC		VSU	
Course prefix, number, name	Credits	Area F credits accepted in transfer as an 18 semester hour block.	
APBT 2100 ABT Field Experience/Internship, or APBT 2101, 2102, 2103, 2104 ABT Field Experience/Internship I-IV	12		
MKTG 1161 Service Industry Bus Environment	2		
MKTG 1162 Customer Contact Skills	4		
Total Semester Credits	18	Total Semester Credits Awarded	18

Major Course Requirements: Supporting Courses

OFTC		VSU	
Course prefix, number, name	Credits	Major Course Requirements accepted in transfer as an 18 semester hour block of Supporting Courses.	
MKTG 1163 Computer Skills/Customer Service	2		
MKTG 1164 Business Skills for the Customer	2		
MKTG 1165 Personal Effectiveness in Customer Service	1		
ACCT 1100 Financial Accounting I, or BUSN 2200 Office Accounting BUSN 1440 Document Production BUSN 2310 Anatomy & Terminology for MA BUSN 2320 Medical Document Processing BUSN 2340 Medical Administrative Procedures MAST 1120 Human Pathological Conditions	22		
Total Semester Credits	27	Total Semester Credits Awarded	18

**APPLIED BUSINESS TECHNOLOGY (ABT3)**  
AAS from OFTC to Online BAS in Human Capital Performance at VSU  
TRANSFER ANALYSIS (EXAMPLE)  
**Medical Administrative Specialist**

E. General Education Classes to Core Areas A-E

OFTC			VSU		
Area	Course	Hrs	Area	Course	Hrs
I	ENGL 1101	3	A	ENGL 1101	3
II	PSYC 1101	3	E	PSYC 1101	3
III	MATH 1111	3	A	MATH 1111	3
IV	ENGL 2130	3	C	ENGL xxxx	3
Gen Ed	ENGL 1102	3	A	ENGL 1102	3
	HIST 2111		E	HIST 2111	
	HIST 2112		E	HIST 2112	
	POLS 1101		E	POLS 1101	
	SOCI 1101		E	SOCI 1101	
Program	BUSN 2300	2	B	PERS 2485	2
	Total	17		Total	17

F. Occupational courses for Area F = 18 credits.

G. Occupational/Elective courses for Supporting Courses = 18 credits.

H. Experiential credit for ACED 3510 and ACED 3520 = 6 credits.\*

TOTAL SEMESTER CREDIT HOURS AWARDED BY TRANSFER/PRIOR LEARNING EXPERIENCE = 59.

Summary

Needed for BAS degree completion:

25 credit hours in Areas A-E.

27 credit hours in Major Core.\*\*

9 credit hours in Upper Division Guided Electives.

61 credit hours

\*Credits based on prior learning experience. If not applicable, then an additional 6 credit hours of upper division coursework would be necessary.

\*\*The BAS degree requires VSU's ACED 2400 Computer Technology for the Workplace. (CS 1000 Introduction to Microcomputers and Applications can be substituted as well.) CIST 1001 from OFTC may be used for CS 1000. An exemption test is available for ACED 2400 or the course may be taken at VSU. For those who have taken COMP 1000 at OFTC, the ACED 2400 requirement is satisfied and 3 additional credit hours will transfer.