

MINNESOTA STATE COLLEGES AND
UNIVERSITIES*
ARTICULATION AGREEMENT
BETWEEN

INVER HILLS COMMUNITY COLLEGE
AND
HAMLINE 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 **HAMLINE UNIVERSITY** (hereinafter receiving institution), and **INVER HILLS COMMUNITY COLLEGE** (hereinafter sending 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 an **Associate in Science degree – Paralegal Program** (hereinafter sending program), and the receiving institution has established a **Bachelor in Arts degree – Legal Studies** (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.

Transfer of Credits

- A. The receiving institution will accept 60 credits, graded C- or higher, from the sending program. A total of 68 remain to complete the receiving program.
- B. Courses will transfer as described in the attached Program Articulation Table.

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 Articulation Agreement is effective on **April 1, 2022** and shall remain in effect for one year 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 Articulation Agreement will be reviewed by both parties beginning **September 1, 2022** (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 ARTICULATION TABLE

	College (sending)	University (receiving)
Institution	Inver Hills Community College	Hamline University
Program name	Paralegal Program	Legal Studies
Award Type (e.g., AS)	AS	BA
Credit Length	60	128
CIP code (6-digit)	22.0302	22.0000
Describe program admission requirements	Application and Reading, Writing and Math Diagnostic Tests	Application, including personal statement and official transcripts from all colleges attended, and Dean of Students form; GPA of 2.5 or higher is generally expected.

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 and 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.

SECTION A - Minnesota Transfer Curriculum-General Education

College (sending)			Hamline University (receiving)		
Course prefix, number and name	Goal(s)	Credits	Course prefix, number, name, and Hamline Plan	Credits applied	Equiv Sub Wav
ENG 1108 – Writing and Research Skills	1	4	General Elective credit	4	E
ENG 1111 – Research Writing in the Disciplines – or – ENG 1114 – Research Paper	1	2 or 3	FYW 1120 Composition & Research (E)	2 or 3	E
COMM 1100 – Interpersonal Communication – or – COMM 1110 – Public Speaking – or – COMM 2230 – Small Group Communication	1	3	Speaking Intensive (O) ¹ and Diversity (D) ² – or – COMM 1110 Public Speaking (O) ¹ – or – Speaking Intensive (O) ¹	3 or 3 or 3	E or E or E
COMM 2240 – Intercultural Communication	1, 8	3	Global Citizenship (G) ³	3	E
Science with a Lab – or – Math 1000+	3 or 4	3 or 4	Natural Science with Lab (N1) ⁵ – or – Reasoning (M and/or R) ⁶	3 or 4	E or E

History/Social Science/Behavioral Science	5	3	Social Science (S) ⁴ and/or Diversity (D) ²	3	E
Humanities/Fine Arts/Literature	6	3	Humanities (H) ⁷ or Fine Arts (F) ⁸	3	E
Any Liberal Art course	1-10	8 or 9	Varies	8 or 9	E
MnTC/General Education Total		30			

Special Notes, if any:

¹Hamline requires two Speaking Intensive (O) courses; one must be completed at Hamline.

²Hamline requires two Diversity (D) courses; both can be completed at IHCC.

³Hamline requires one Global Citizenship (G) course; it can be completed at IHCC.

⁴Hamline requires two Social Science (S) courses; both can be completed at IHCC.

⁵Hamline requires two Natural Science (N1, N2) courses; at least one must have a lab (N1); both can be completed at IHCC.

⁶Hamline requires one Formal Reasoning (R) course and one Quantitative Reasoning (M) course; both can be fulfilled by a single course; both can be completed at IHCC.

⁷Hamline requires two Humanities (H) courses; both can be completed at IHCC.

⁸Hamline requires two Fine Arts (F) courses, at least 3 credits each; both can be completed at IHCC.

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

College (sending)		University (receiving)		
course prefix, number and name	Credits	course prefix, number and name	Credits	Equiv Sub Wav
PA 1102 Introduction to the Law and Contracts	4	LGST 1110 – Legal Systems in American Society	4	E
PA 1103 UCC and Business Organizations	4	Major elective.	4	E
PA 1105 Criminal Justice System	2	Major elective.	2	E
PA 2201 Family Law	3	LGST 3420 – Special Topics in Law	3	E
PA 2202 Litigation and Trial Practice	3	LGST 3420 – Special Topics in Law	3	E
PA 2204 Probate Law	3	LGST 3420 – Special Topics in Law	3	E
PA 2205 Real Estate Law	3	LGST 3420 – Special Topics in Law	3	E
PA 2220 Legal Research	3	Major elective.	3	E
PA 2222 Legal Writing and Analysis	3	LGST 1300 – Legal Advocacy, Policy, and Practice	3	E
PA 2289 Paralegal Internship	2	Major elective.	2	E
Electives required for graduation only if PA 2289 waived				
PA 1115 Law Office Procedure and Technology	2	Major elective.	2	E
PA 2206 Interviewing & Investigative Techniques for the Paralegal	2	LGST 3670 – Legal Interviewing	2	E
PA 2208 Employment Law	2	Major elective.	2	E
PA 2212 Personal Injury and E-Discovery	2	Major elective.	2	E
PA 2218 Computerized Legal Research and the Internet	2	Major elective.	2	E
Major, Emphasis, Unrestricted Electives Total	30	Total College Credits Applied (sum of sections A and B)	60	

Special Notes, if any:

SECTION C - Remaining University (receiving) Requirements

	course prefix, number and name	Credits
	Speaking Intensive (O) ¹	0-4 ⁹
	Fine Arts (F) ⁸ and/or Humanities (H) ⁷	0-12 ⁹
	Natural Science with a lab (N1) ⁵	0-4 ⁹
	Natural Science with or without a lab (N1 or N2) ⁵	0-4 ⁹

	Quantitative and/or Formal Reasoning (M and/or R) ⁶	0-8 ⁹
	Diversity (D) ²	0-8 ⁹
	Collaboration (C) ¹⁰	0-4
	Social Science (S) ⁴	0-8 ⁹
	LGST 5900: Legal Studies Practicum (W) ¹¹	4
	LGST 1110: Legal Systems in American Society (S) [unless PA 1102 taken at IHCC]; LGST 1300: Legal Advocacy, Policy, and Practice [unless PA2222 taken at IHCC]; and : LGST 3670: Legal Interviewing (O) ¹ [unless PA 2206 taken at IHCC]	4
	One of LGST 3600: Tort Law, LGST 3680: Law of Evidence for Legal Professionals, or LGST 3670: Contracts	4
	BA (with Graduate Paralegal Certificate): 5 course Graduate Paralegal Certificate sequence (LGST 8000, LGST 8010, LGST 8012, LGST 8015, LGST 8020) - Or - BA: Law and Society: 5 additional elective courses (16 credits in the major must be taken at Hamline)	20 or 20 ⁹
	University unrestricted elective credits not counted elsewhere	0-48 ⁹
	Total Remaining University Credits	68

Special Notes, if any:

⁹Depends on choice of IHCC electives.

¹⁰Hamline requires one Collaboration (C) course; it can be completed at NHCC.

¹¹Hamline requires one Writing Intensive (W) course per full year at Hamline; they must be taken at Hamline.




SECTION D - Summary of Total Program Credits

College (sending) Credits		University (receiving) Requirements	
Section A - MnTC/General Education	30		
Section B - Major, Emphasis, Restricted Electives, Unrestricted Electives or Other	30		
Total Sending Institution Credits	60	Sections A & B - Total Sending Institution Credits Applied	60
		Section C - Remaining credit to be taken at the receiving Institution	68
		Total Receiving Institution Program Credits	128

Special Notes, if any:

A maximum of 64 credits can be transferred from IHCC to Hamline University.

See www.hamline.edu/registrar for other transfer credit policies.

College	Name	Signature	Date
Chief Academic Officer	Dr. Derrick Lindstrom, Interim VP of Academic Affairs		
Academic Dean	Dr. Janica Austad, Associate Dean of Education, Business, & Public Service		
Faculty	Chyara Smith-Stopp, JD Paralegal Coordinator and Instructor		
University	Name	Signature	Date
Chief Academic Officer	Andy Rundquist, Interim Provost		6/29/22
Academic Dean	Marcela Kostihova, Dean of the College of Liberal Arts		6.27.22
Faculty	Stephen R. Arnott, Chair - Undergraduate Programs		6/24/22
DARS Encoder			
Date when equivalencies were encoded in DARS by the receiving MnSCU institution.			

