

Appendix A to Memorandum of Understanding

Program Agreement - Stage 1

Between

Minot State University

And

University of Lodz – Faculty of Management

1. SCOPE OF COLLABORATION

Stage 1 – Certificate in Management Concepts

Stage 2 – MBA/MSM full-time program articulation

Stage 3 – Multidimensional cooperation

2. STAGE 1

MSU and **UL** will collaborate to offer **UL** students opportunities to enhance their skills in management by completing a Certificate in Management Concepts jointly with **MSU**. This graduate program will consist of three courses:

- Management Information Systems (**MSU** BIT 562)
- Managerial Principals and Practices (**MSU** BADM 535)
- Strategic Marketing (**MSU** BADM 525)
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UL may offer Strategic Marketing on the **UL** campus; **MSU** will accept this course in transfer for completion of the Certificate in Management Concepts.

UL students will complete BIT 562 from **MSU** during Spring Term 2, and BADM 535 from **MSU** during Spring Term 1 during the first year of the agreement. Delivery dates may be changed in future years based on prior agreement between **MSU** and **UL**.

Courses will be available from **MSU** through online delivery. **MSU** courses will be supported by e-learning platform (Blackboard) and interactive methods of knowledge delivery.

Assessment of student knowledge will be delivered in various forms to maintain impartiality of assessment, its objectivity, and multidimensional students' knowledge as well as skills evaluation.

Offering of the Certificate of Management Concepts is contingent upon approval by the Higher Learning Commission, the North Dakota University System, and Minot State University campus committee approval process.

3. STUDENT PROGRAMS

UL students will enroll in online courses delivered by MSU. MSU will limit the number of students to twenty for online courses for the first semester of the program. The universities will then discuss any further limits appropriate for the total number of the online students at each partner school in any given year.

UL will be responsible for paying tuition and fees to MSU for all students enrolled in the online program (see Appendix B). Students participating in the Online program will be responsible for books and materials.

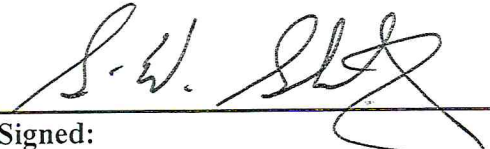
MSU will begin accepting students in fall 2016 for courses beginning spring 2017.

Students will be admitted to a program on either campus based on the admission criteria of inviting institution.

- Each UL student will complete MSU's online application for admission into MSU's Certificate in Managerial Concepts.
- UL will pay MSU an application fee of \$35 per applicant.
- UL will provide MSU proof of English proficiency for each applicant. The English proficiency exam used must meet the requirements of the North Dakota University System.
- UL will provide MSU certification of each student's undergraduate degree earned, field of study, and U.S. grade equivalent and copies of each student's current graduate transcript certifying the equivalent of a U.S. graduate grade point average of 3.00.
- UL will provide English translation of graduate transcripts for MSU.

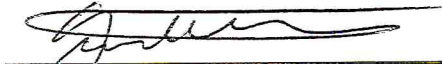
MSU and UL will annually review the study programs and syllabi to ensure that both universities maintain high academic standards.

Items not specified in this agreement will follow the regular policies, practices, and standard for the institution where students are enrolled for the course.



Signed:
Dr. Steven Shirley
President
Minot State University

Date 9-22-16



Signed:
Prof. Grzegorz Urbanek Ph.D.
Pro-Rector for Economic Affairs
University of Lodz

Date 22.09.2016