



**2017-18 Transfer Guide**  
**Cleary University and Washtenaw Community College**  
**2 +2 - BBA Hospitality Management**

**Courses to be taken at Washtenaw Community College (AAS in Culinary and Hospitality Management):**

Course Prefix & Number	Course Title	Credits
ACC 111*	Principles of Accounting I	3
BMG 109	Entrepreneurship II: Starting Your Business	3
BMG 111	Business Law I	3
BMG 230	Management Skills	3
CIS 100 or CIS 110	Introduction to Computer Productivity Apps or Introduction to Computer Information Systems	3
COM 101	Fundamentals of Speaking	3
CUL 100	Introduction to Food Service and Hospitality Industry	2
CUL 104	Baking Science	2
CUL 110	Sanitation and Hygiene	2
CUL 114	Fundamentals of Baking	3
CUL 115	Fundamentals of Pastry	3
CUL 116	Fundamental Culinary Principles	3
CUL 118	Principles of Nutrition	3
CUL 120	Classical Kitchen Operations	3
CUL 121	Modern Kitchen Operations	3
CUL 145	Introduction to Dining Room Protocol	3
CUL 150	Food Service management & Supervision	3
CUL 210	Advanced Kitchen Operations: Garde Manager	3
CUL 224	Principles of Cost Control (=HOS 1300??)	3
CUL 226	Advanced Dining Room & Beverage Management/	4
CUL 230	Advanced Kitchen operations: American Regional	3
CUL 231	Advanced Kitchen Operations: Global Cuisine	3
ENG 111	Composition I	3
MTH 160*	Basic Statistics	4
PHL 205	Ethics	3
	Natural Science Elective	3-5
	Social and Behavioral Science Elective	3
	*Cleary will accept ACC 111 for ACC2411 with the completion of MTH160	
	<b>TOTAL CREDITS at Washtenaw Community College</b>	<b>80-82</b>

**Courses to be taken at Cleary University:**

Course Prefix & Number	Course Title	Credits
<b>YEAR ONE:</b>		
ACC 4012	Financial and Managerial Accounting	3
BAC 1000	Foundations in Undergraduate Studies	1
BAC 3000	Business Research and Communication	3
HOS 1200	Recipes and Menu Planning	3
HOS 2200	Restaurant Operations	3
MTH 3440	Quantitative Business Analysis	3
FIN 2000	Introduction to Business Finance	3
FIN 4000	Financial Management	3
MGT 4000	Management Skills Seminar	3
MKT 4150	Interactive Marketing	3
<b>YEAR TWO:</b>		
HOS 3100	Private Events and Catering Management	3
HOS 3200	Wine and Beverage Management	3
HOS 3300	Meeting Customer Expectations for Hospitality	3
HOS 4100	Human Resources for the Hospitality Industry	3
HOS 4200	Resorts and Tourism	3
HOS 4300	Hospitality Leadership	3
HOS 4400	Hospitality Externship	3
MGT 4200	International Business	3
	<b>TOTAL CREDITS at Cleary University</b>	<b>52</b>
	<b>TOTAL CREDITS</b>	<b>131-133</b>

### Notes

- Note 1:** 120 semester credits are required for a Bachelor of Business Administration (BBA). Any required coursework not completed at Washtenaw Community College must be completed at Cleary or by transfer credit from another institution (as shown by official transcripts).
- Note 2:** Electives/General Education may be any Washtenaw Community College courses or transfer or may include credit for prior learning or proficiency exam credit. There is no fee for prior learning evaluation prior to the final term of the program.
- Note 3:** Scholarships are available for Washtenaw Community College transfer students. Other scholarships and financial aid are available to all Cleary students.
- Note 4:** Cleary core and major courses are completed on-ground or distance learning online. Thirty credits (thirty-seven for BBA degree completion programs) must be completed with Cleary University to fulfill residency requirements. The maximum number of credits that may be transferred to Cleary University is 90 semester (83 semester for BBA degree completion degrees) credits. Consult a Cleary academic advisor for class schedule information.

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I have read and agree to the provisions of this transfer agreement. I will meet with a Cleary representative if I have any questions.

Signature (student): \_\_\_\_\_ Date: \_\_\_\_\_

Cleary Academic Advisor: \_\_\_\_\_ Date: \_\_\_\_\_