Michigan State University
College of Agriculture and Natural Resources
And
Grand Rapids Community College
Associate of Applied Arts and Sciences, or Associates in Arts, and
Landscape & Nursery Certificate through the
Landscape and Lawn Management Program

MEMORANDUM OF UNDERSTANDING

Michigan State University’s College of Agriculture and Natural Resources (MSU CANR) and Grand Rapids Community College (GRCC) agree to provide an interinstitutional instructional program in Landscape and Lawn Management. The specific courses and program requirements which make up this joint offering in cooperation with MSU West, located in Grand Rapids, are outlined in Appendix A (Certificate and Associate degrees) and Appendix B (Certificate only). Our interinstitutional understanding includes the following major points:

Landscape and Nursery Certificate with emphasis in Landscape and Lawn Management
1. Michigan State University’s College of Agriculture and Natural Resources, with instructional coordination provided by its Institute of Agricultural Technology, will offer coursework that, combined with credits from GRCC, will allow students to complete a Landscape and Nursery Certificate.

2. MSU will provide students with the schedule of MSU courses needed to complete the Certificate. This schedule will include the offerings for the next seven semesters.

3. Grand Rapids Community College will provide the coursework that students must complete in addition to the MSU courses required to earn the Certificate, including developmental and prerequisite coursework, and student tutoring if necessary.

Associate of Applied Arts and Science Degree (AAAS) or Associates in Arts Degree (AA)

4. Grand Rapids Community College will offer an Associate of Applied Arts and Science or an Associate in Arts for those students who wish to add GRCC’s AAAS or AA degree to the MSU Certificate. GRCC agrees to accept all MSU Certificate coursework in transfer toward those degrees where the grade is a “C-” or better. To be awarded an associate degree at GRCC, students must complete at least 15 credits of coursework at GRCC.

5. Michigan State University’s College of Agriculture and Natural Resources will provide Grand Rapids Community College with description of the University’s course equivalencies, based on its current curriculum guidelines, where such equivalencies and guidelines are available.
Michigan State University College of Agriculture and Natural Resources Landscape and Lawn Management Program Coordinator

6. Michigan State University’s College of Agriculture and Natural Resources agrees to designate a Landscape and Lawn Management program coordinator for the purpose of student recruitment, curriculum coordinator, workplace internship placements, Certificate coursework review, academic advising assistance and support to the GRCC-MSU Landscape and Lawn Management Advisory Committee (a "green" industry and agency represented group).

Grand Rapids Community College Program Representative and Academic Advisor

7. Grand Rapids Community College agrees to designate a Landscape and Lawn Management program representative to serve as a single point of contact for the MSU program coordinator and for prospective students. The GRCC program representative, working together with the MSU program coordinator and the MSU West staff, will coordinate interinstitutional communication and information regarding admissions and enrollment status, financial aid application and verification (via MSU’s Student Information System), as well as course scheduling. GRCC will also appoint an academic advisor (this may be the same person as the program representative) to work directly with students in the Landscape and Lawn Management program.

Grand Rapids Community College and MSU College of Agriculture and Natural Resources’ Institute of Agricultural Technology Admissions, Dual Enrollment and Financial Aid

8. Landscape and Lawn Management students shall apply simultaneously for admission to both Grand Rapids Community College and the Michigan State University College of Agriculture and Natural Resources’ Institute of Agricultural Technology, permitting them to enroll in the required coursework offered by both institutions.

Fundamental to the effective and efficient GRCC-MSU Landscape and Lawn Management program is the need to regularly share student information. To that end, MSU and GRCC by this memorandum agree to share academic and other information concerning Landscape and Lawn Management students. All Landscape and Lawn Management students will be notified that this information sharing will occur on a regular basis.

9. Michigan State University and Grand Rapids Community College agree to cooperate in the administration of financial aid for concurrently enrolled students. Grand Rapids Community College agrees to administer financial aid for eligible students while they are completing courses required to earn a Certificate, while concurrently enrolled at GRCC and MSU (that is, in the Associate of Applied Arts and Science or Associate in Arts AND in the Landscape and Nursery Certificate through the Landscape and Lawn Management program). The MSU program coordinator will verify to the GRCC Office of Financial Aid the specific MSU courses fulfilling these Certificate requirements. The guiding operational principle is that Grand Rapids Community College will act as the home institution, and Michigan State University as the host institution, during the period of time students are completing a Certificate program. Grand Rapids Community College agrees to administer financial aid for eligible students completing Associate degree requirements beyond those required for completion of the Certificate program.
As a practical matter, dually enrolled students who qualify for financial aid will receive aid through GRCC; federal law prohibits students from receiving aid through more than one institution. The MSU program coordinator and the GRCC program representative share the responsibility of counseling students on these financial aid matters, and recommending appropriate academic schedules so that students sequentially qualify for aid.

Therefore, in support of the Landscape and Nursery Certificate, earned through the Landscape and Lawn Management Program, to be offered collaboratively at MSU West, in Grand Rapids, Michigan State University and Grand Rapids Community College are signatories to this agreement.

Donald R. Boyer
Provost and Vice President for Academic & Student Affairs
Grand Rapids Community College

Date: 1/6/03

Lou Anna K. Simon
Provost and Vice President for Academic Affairs
Michigan State University

Date: 2/25/03

12/11/02 3
Michigan State University and Grand Rapids Community College Curriculums for MSU Landscape & Nursery Certificate through the Landscape & Lawn Management Program, and GRCC Associate of Applied Arts & Science Degree; or Associate in Arts Degree

This sheet outlines the requirements for:
- MSU-GRCC Landscape & Lawn Management Program (48 credits) and
- Associate of Applied Arts and Science (minimum of 66 credits) and/or
- Associate in Arts Degree (minimum of 68 credits)

**GRCC College Requirements**

1. Wellness Education 1 credit
2. English 6 credits
3. Humanities* 6-8 credits
4. Social Science 8 credits
5. Natural Science/Math 8 credits

**GRCC Department/MSU Certificate Requirements (in addition to College Req.)**

6. Business 16 credits
7. Mathematics minimum 3 credits
8. Computer minimum 2 credits
9. MSU Coursework 24 credits

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**GRCC COLLEGE REQUIREMENTS**

1. **WELLNESS EDUCATION ACTIVITY - 1 CREDIT**
   
   Check catalog for activity requirement options.

2. **ENGLISH – 6 CREDITS**
   
   Choose one of the following tracks. It is recommended to stay within the same discipline; i.e., if taking BA 101 choose complementary BA 102.
   
   **BA 101 - Business and Technical English I**
   **BA 102 - Business and Technical English II**
   **OR**
   **EN 100 - College Writing: Prerequisite: Competency in written English OR**
   **EN 101 - English Composition 1: Prerequisite: Competency in written English**
   **EN 102 - English Composition 2: Prerequisite: EN 100, EN 101 or equivalent**

   *If pursuing Associate in Arts degree the EN series must be taken, since BA courses do not satisfy the AA degree.

3. **HUMANITIES – 6 CREDITS**
   
   Choose 6 credits (listed below are 3 credit classes). For a complete course list see GRCC catalog.
   
   *Note: 8 credits of humanities are required for an ASSOCIATE IN ARTS degree.

   **AT 105 - History of Art Before 1400**
   **AT 106 - History of Art After 1400**
   **AT 195 - Art History Abroad: (Formerly AT 115)**
   **AT 270 - History of Architecture: (Formerly AT 206)**
   **AT 271 - Modern Art: 1850-Present: (Formerly AT 208)**
   **EN 233 - Poetry**
   **EN 235 - Drama**
   **EN 237 - Fiction**
   **EN 242 - Popular Literature**

   **EN 246 - Writing for Publication**
   **EN 261 - Great American Writers 1**
   **EN 262 - Great American Writers 2**
   **EN 270 - Multicultural Literature**
   **TH 248 - Introduction to Theater**
   **HU 270 - Contemporary Arts and Ideas**
   **HU 280 - The Art of Being Human**
   **PL 201 - Introduction to Philosophy**
   **PL 202 - Introduction to Logic**
   **PL 205 - Introduction to Ethics**
   **PL 209 - Business Ethics**
   **MU 107 - Introduction to Music Listening**
4. SOCIAL SCIENCES – 8 CREDITS
Choose from 2 or more disciplines, i.e., a PS and an EC course. All courses listed below are 3 credits.
For a complete course list see GRCC catalog.
Required:
PS 110 - Survey of American Government 3 credits

Choose 2 additional courses from the following:
AN 201 - Introduction to Anthropology:
Prerequisite: Sophomore standing
AN 205 - Introduction to Archaeology
AN 210 - Cultural Anthropology
AN 280 - The Culture and History of Native Americans
SS 120 - Introduction to Study of the Future
SS 220 - Women and Men in the Work Place
EC 251 - Principles of Economics 1
EC 252 - Principles of Economics 2:
Prerequisite: Sophomore standing
PS 200 - State and Local Politics
PS 202 - International Relations:
Prerequisite: PS 110

PS 215 - The Survey of Asian Politics
PY 201 - General Psychology
PY 203 - Applied Psychology – Human
Adjust: Prerequisite: PY 201
PY 231 - Abnormal Psychology
PY 232 - Developmental Psychology:
Prerequisite: PY 201.
PY 233 - Child Psychology: Prerequisite:
PY 201.
PY 234 - Adolescent Psychology:
Prerequisite: PY 201.
SO 251 - Principles of Sociology
SO 260 - Race & Ethnicity
SO 270 - American Families in Transition
SO 295 - Comparative Sociology

5. NATURAL SCIENCE/MATH – 8 CREDITS
Required:
CM 101 - Chemistry in the Modern World 4 credits
BI 103 - General Botany 4 credits

GRCC DEPARTMENT and MSU LANDSCAPE & LAWN MANAGEMENT PROGRAM REQUIREMENTS
Departmental and Program requirements include courses from both GRCC and MSU.

6. BUSINESS – 14 CREDITS
Required:
BA 103 - Introduction to Business 4 credits
BA 256 - Principles of Accounting 1 4 credits

Two courses from the following:
BA 172 - Sales 3 credits
BA 174 - Advertising 3 credits
BA 183 - Supervision 3 credits
BA 270 - Marketing 3 credits
BA 283 - Business Management 3 credits
7. MATHEMATICS - 3-4 CREDITS
Choose one of the following:

- MA 104 Elementary Algebra
- MA 105 Basic Geometry
- MA 107 Intermediate Algebra
- TE 103 Mathematics
- TE 104 Advanced Technical Mathematics

NOTE: MA 003 may be a prerequisite for the above courses based on student's math background.

8. COMPUTER - 2 or 4 CREDITS

- BA 145 - Computer Applications in Business

OR

- CO 151 - Electronic Spreadsheet (1 cr) AND CO - 153 Personal Computer Word Processing (1 cr)

2 credits

9. BALANCE OF LANDSCAPE & LAWN MANAGEMENT PROGRAM = 24 Michigan State University credits minimum requirement

**All of the following are required courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>HRT 211 – Landscape Plant Identification I</td>
<td>3</td>
</tr>
<tr>
<td>HRT 212 – Landscape Plant Identification II</td>
<td>3</td>
</tr>
<tr>
<td>HRT 213 – Landscape Maintenance</td>
<td>2</td>
</tr>
<tr>
<td>HRT 214 – Landscape and Turfgrass Business Operations</td>
<td>2</td>
</tr>
<tr>
<td>HRT 217 – Landscape Plant Diagnostics</td>
<td>3</td>
</tr>
<tr>
<td>CSS 210 – Fundamentals of Soil and Landscape Science</td>
<td>3</td>
</tr>
<tr>
<td>CSS 232 – Introduction to Turfgrass Management</td>
<td>3</td>
</tr>
<tr>
<td>AT 293 – Placement Training/Internship</td>
<td>3-6 credits</td>
</tr>
</tbody>
</table>

(Subtotal MSU credits 22-25)

**Electives:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRT 111 – Landscape Design</td>
<td>3</td>
</tr>
<tr>
<td>HRT 218 – Landscape Irrigation Design</td>
<td>3</td>
</tr>
<tr>
<td>HRT 475 – Study Abroad</td>
<td>4</td>
</tr>
</tbody>
</table>

Other MSU Horticulture and Crop and Soil Sciences courses may be acceptable electives in the program. Consult with MSU Program Coordinator.
**Grand Rapids Community College Courses**

**Required:**
- BA 101 Business and Technical English I 3 credits

**Required:**
- BA 103 Introduction to Business 4 credits

**Required - Two courses from the following:**
- BA 156 Accounting Fundamentals (3 cr) OR BA 256 Principles of Accounting I (4 cr) 3 or 4 credits
- BA 172 Sales 3 credits
- BA 174 Advertising 3 credits
- BA 183 Supervision 3 credits
- BA 270 Marketing 3 credits
- BA 283 Business Management 3 credits

**Required:**
- BI 103 General Botany 4 credits

**Required:**
- BA 145 Computer Applications in Business 4 credits
  
  **OR**
  - CO 151 Electronic Spreadsheet (1 cr) and CO 153 Personal Computer Word Processing (1 cr) 2 credits

**Required - One of the following:**
- MA 104 Elementary Algebra 4 credits
- MA 105 Basic Geometry 4 credits
- MA 107 Intermediate Algebra 3 credits
- TE 103 Mathematics 4 credits
- TE 104 Advanced Technical Mathematics 3 credits

*(Subtotal 22-26)*

**NOTE:** MA 003 may be a prerequisite for the above courses based on student's math background.

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**Michigan State University Courses**

*(24 MSU credits minimum required for Certificate)*

**Required courses:**
- HRT 211 Landscape Plant Identification I 3 credits
- HRT 212 Landscape Plant Identification II 3 credits
- HRT 213 Landscape Maintenance 2 credits
- HRT 214 Landscape and Turfgrass Business Operations 2 credits
- HRT 217 Landscape Plant Diagnostics 3 credits
- CSS 210 Fundamentals of Soil & Landscape Science 3 credits
- CSS 232 Introduction to Turfgrass Management 3 credits
- AT 293 Placement Training/Internship 3-6 credits

*(Subtotal 22-25 credits)*

**Electives:**
- HRT 111 Landscape Design 3 credits
- HRT 218 Landscape Irrigation Design 3 credits
- HRT 475 Study Abroad 4 credits

*Other MSU Horticulture and Crop and Soil Sciences courses may be acceptable electives in the program. Consult with MSU Program Coordinator.*

**Total credits to complete the MSU Certificate** 48 credits
STUDENT CONSENT FORM

My signature below indicates that I understand my enrollment in the Landscape and Lawn Management Program offered by Michigan State University in cooperation with Grand Rapids Community College requires sharing of my student records at both institutions in order to provide advising, satisfy financial aid reporting requirements, and track progress toward and completion of the Certificate program.

__________________________  _______________________
NAME                              DATE
(Printed)                         

______________________________  
(SIGNATURE)

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