



**High School to College  
Course Articulation Agreement  
7/1/2017 to 6/30/2019**

*Based upon the mutual concern for the needs of students pursuing a program of study in technical education and in an effort to provide a continuing articulated program that builds on past learning experiences and eliminates unnecessary duplication of instruction, the following are agreements to which we subscribe:*

<b>Central Lakes College</b>	<b>High School</b>
<b><i>Brainerd Campus</i></b> 501 W. College Drive Brainerd, MN 56401	Name: Sebeka HS
<b><i>Staples Campus</i></b> 1801 Airport Drive Staples, MN 56479	City: State: MN Independent School District: #

*Students, who have successfully completed the prescribed set of competencies in the following secondary instructional area, and with the verification and recommendation of the secondary instructor, will be recognized for college credit for the following Central Lakes College program:*

<b>Department/ Program:      Business Management</b>	
<b>Central Lakes College Course Title:</b> <i>Business Math/ BUSN 1131</i>	<b>High School Course Title:</b> <i>Business Math</i>
<b>College Credit:</b> 3	<b>High School Credit:</b> <u>  1  </u>
<b>General Course Description:</b>  This course is designed to provide mathematical knowledge and skills needed to make calculations necessary to solve business problems. The course covers the following topics: Banking, Solving for the Unknown, Percents, Discounts, Markups and Markdowns, Payroll, Simple Interest, Installment Buying, Home Ownership, Taxes, Insurance, Stocks, Bonds, Mutual Funds, Business Statistics, and Small Business Budgeting.	
<b>College Prerequisite:</b>  NONE	<b>CLC Program Elective Credit:</b>  <u>  </u> Y <u>  </u> X <u>  </u> N

**Required Course Content:** *(insert topical outline)***1. Lecture Sessions****I. Banking**

- A. Checking Accounts
- B. Bank Statements and Reconciliation Process
- C. Trends in Online Banking

**II. Solving for the Unknown**

- A. Solving Equations for the Unknown
- B. Solving Word Problems for the Unknown

**III. Percents and Their Applications**

- A. Conversions
- B. Application of Percents: Portion Formula

**IV. Discounts: Trade and Cash**

- A. Trade Discounts (including discussion of freight)
  - 1. Single
  - 2. Chain
- B. Cash Discounts
- C. Credit Terms
- D. Partial Payments

**V. Markups and Markdowns**

- A. Markups Based on Cost
- B. Markups Based on Selling Price
- C. Markdowns and Perishables
- D. Breakeven Analysis

**VI. Payroll**

- A. Calculating Various Types of Employees' Gross Pay
- B. Computing Payroll Deductions for Employees' Pay
- C. Employers' Responsibilities

**VII. Simple Interest**

- A. Calculation of Simple Interest and Maturity Value
- B. Finding Unknown in Simple Interest Formula
- C. U.S. Rule: Making Partial Note Payments before Due Date

**VIII. Compound Interest and Present Value**

- A. Compound Interest (Future Value)
- B. Present Value

**IX. Installment Buying**

- A. Cost of Installment Buying
- B. Paying Off Installment Loans before Due Date
- C. Revolving Charge Credit Cards

**X. Cost of Home Ownership**

- A. Types of Mortgages
- B. Monthly Mortgage Payments
- C. Amortization Schedule

**XI. Taxes**

- A. Sales Taxes
- B. Excise Taxes
- C. Property Taxes

**XII. Insurance**

- A. Life Insurance
- B. Fire Insurance
- C. Auto Insurance

**XIII. Investments**

- A. Stocks
- B. Bonds
- C. Mutual Funds

**XIV. Business Statistics**

- A. Mean, Median, and Mode

- B. Frequency Distributions and Graphs  
 XV. Small Business Budgeting  
 A. Creating a Budget  
 B. Budgeting Concepts  
 C. Budget Equation  
 D. Budgeting Process

**Required Competencies** (performance objectives) **for Articulation:**

**Course Specific Outcomes –**  
 Students will be able to . . . .

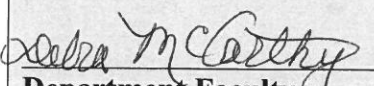
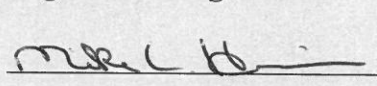
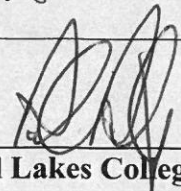
1. Perform mathematical calculations relative to business fundamentals
2. Solve for the unknown
3. Perform mathematical calculations relative to personal finance
4. Analyze and follow a sequence of operations such as utilize multi-step formulas for business and finance applications
5. Apply abstract ideas to concrete situations such as apply business math concepts to real-world scenarios

**Sample Measurement Methods** (include any industry certification or licensure):

**Sample Textbooks and/or Other Support Materials** (including software):

Practical Business Math Procedures,  
 Slater, Jeff  
 McGraw-Hill Tenth Edition

*This agreement is exclusive with Central Lakes College and no assurance is given that college credit awarded through this agreement will transfer to any other postsecondary institution.*

<p><b>College Signature:</b></p> <p>  <b>Department Faculty</b></p> <p><u>11-9-16</u>  <b>Date</b></p>	<p><b>High School Signature:</b></p> <p>  <b>Department Faculty</b></p> <p><u>11/9/16</u>  <b>Date</b></p>
<p>  <b>Central Lakes College Perkins Coordinator</b></p> <p><u>12-14-16</u>  <b>Date</b></p>	

