

**Ball State University and Manchester University  
Articulation Agreement  
For the Manchester University Doctor of Pharmacy**

This Articulation Agreement ("Agreement") is entered into by and between Manchester University ("MU") and Ball State University, Muncie, IN ("BSU") (collectively referred to here as the "Parties"). The Agreement is effective on June 19, 2020 ("Effective Date").

**I. Intent**

The intent of the Agreement is to memorialize the commitment of the Parties to promote the MU Doctor of Pharmacy Program ("PharmD Program") as an option for qualified BSU students and set out the parameters for those seeking admission to it..

**II. MU Obligations**

**A. General**

MU will reserve two (2) seats in each annual cohort of students entering the PharmD Program for qualified students of BSU. MU may, but is not required to, accept additional qualified students from BSU into the PharmD Program. MU further acknowledges that BSU students who meet the qualifications for the PharmD Program would also qualify for a reserved seat in MU's Dual Degree PharmD/MS in Pharmacogenomics (PGX) cohort for that entry year.

**B. Qualifications**

To be considered a qualified applicant for the PharmD Program, the student must:

- a. Have completed or be in the process of completing a total of at least 60 semester credit hours from the PharmD Program's established prerequisite course list, including:
  - i. Two courses in general chemistry with lab
  - ii. Two courses in organic chemistry with lab
  - iii. Two courses in biological sciences with lab, one of which is anatomy, physiology, or a combined anatomy and physiology course
  - iv. One course in microbiology with lab
  - v. One course in general physics
  - vi. One course in statistics
  - vii. One course in calculus
  - viii. One speech course
  - ix. One course in English composition
  - x. One course in economics
  - xi. Two courses in humanities
  - xii. One course in social sciences
  - xiii. Plus, electives to meet the minimum of 60 credit hours
- b. Have successfully completed each prerequisite course with no grade lower than a C;
- c. Have a 3.3 minimum cumulative GPA;
- d. Complete the PharmD Program application through PharmCAS, as indicated on the MU admissions application web page; and

- e. Complete the PharmD Program's admissions interview process.

MU expressly acknowledges that neither a Bachelor's degree nor the PCAT exam are required for admission to the PharmD Program or to be consider a qualified applicant.

### **C. Admissions Process**

MU's admissions process for the PharmD Program consists of the following steps:

1. Qualified students must complete the application process for admission to the PharmD Program according to the established deadlines, which will be made known by MU in order for BSU to provide such information to interested students. This process also includes an interview with MU personnel.
2. MU will rank qualified applicants from BSU according to their applications and interview results.
3. An offer of admission letter from the PharmD Program will be sent by MU to the two top ranked applicants from BSU generally within one week of the admissions' interviews being completed.
4. Applicants who have been offered an admission letter and wish to accept a position in the program must verify their acceptance of the offer by submitting a non-refundable deposit to MU by the deadline stated in the offer of admission letter.
5. If a timely deposit is not received, an offer will be made to the applicant with the next highest rank. This will be repeated until either (a) deposits are provided by two qualified applicants from BSU; or (b) there are no more qualified applicants from BSU.
6. Qualified applicants who are not selected for admission to the PharmD Program will be timely notified of such by MU in writing.
7. Candidates are strongly encouraged to apply through PharmCAS by September 1 in order to be screened in advance of the program's first interview opportunity later that month and to be considered for the BSU reserved seat(s). Due to the rolling admissions process, those applying early will be given priority consideration. Therefore, the two (2) reserved seat(s) may be offered to eligible applicants by mid-October each year.

## **III. BSU Obligations**

BSU will advise its students of the PharmD Program and the opportunity to apply for a seat in it, the minimum requirements necessary to be a qualified applicant, and the procedures and time frames for application and acceptance into the PharmD Program.

## **IV. Miscellaneous**

### **A. Term and Termination**

The term of this Agreement is three years from the Effective Date. Either Party may terminate the agreement in advance of its normal expiration date by giving the other Party a sixty-day prior written notice.

### **B. Consultation; Dispute Resolution**

The Parties agree to consult on issues germane to the subject matter of this Agreement as they arise if the Agreement does not expressly cover the handling of said issues. In addition, the Parties agree to

work together amicably to resolve any disputes or disagreements that may arise during the Parties' performance of this Agreement prior to pursuing other recourse.

**C. Nondiscrimination**

The Parties agree to carry out their responsibilities under this Agreement in a nondiscriminatory manner, consistent with state and federal nondiscrimination laws.

**D. Privacy of Student Records**

The Parties agree to protect the privacy of student records consistent with the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g ("FERPA"), and any other applicable laws.

**E. Governing Law**

This Agreement will be governed by the laws of the State of Indiana.

**F. Entire Agreement; Modification**

This Agreement represents the entire agreement between the Parties as it relates to the subject matter herein. The Agreement may be altered, modified or extended only by mutual consent and written amendment signed by both Parties up to three months before the expiration.

WHEREFORE, the Parties have executed this Agreement as of the Effective Date.

**Ball State University**

**Manchester University**



**Susanna Rivera-Mills PhD**  
**Provost and Executive Vice President for Academic Affairs**

Date: 6/19/20



**Celia Cook-Huffman**  
**Vice President for Academic Affairs**

Date: 6/11/2020

**Scott Stachler** *Scott M Stachler*  
**Associate Vice President and Chief**

Date: 06/18/2020

**Maureen McCarthy PhD**  
**Dean of the College of Science and Humanities**



Date: 6/12/2020

A handwritten signature in cursive script that reads "Jennifer A. Metzler".

**Jennifer Metzler PhD**  
**Teaching Professor of Biology and Pre-Health**  
**Professions Advisor**  
**Date: 6/11/2020**