

BUSINESS ADMINISTRATION

Associate of Applied Science Degree in Business Administration Systems

REQUIRED COURSES

General Education Requirements		Credit	Grade
ENG 101	Writing 1	3	_____
COM 181	Basic Public Speaking OR	3	_____
COM 252	Introduction to Interpersonal Communication	3	_____
ECO 101	Any Economics course	3	_____
MAT 105	Business Mathematics OR	3	_____
MAT 110	Applied Mathematics OR	3	_____
MAT 150	College Algebra OR Higher Quantitative Reasoning	3	_____
	Heritage/ Humanities	3	_____
	Natural Sciences	3	_____
Subtotal		(18)	

Technical Courses Required

CIT 105	Introduction to Computers OR	3	_____
OST 105	Introduction to Information Systems	(3)	_____
ENG 102	Writing II OR	3	_____
OST 235	Business Communications Technology	(3)	_____
CIT 130	Productivity Software OR	3	_____
OST 240	Software Integration	(3)	_____
BAS 160	Introduction to Business	3	_____
BAS 250	Business Employability Seminar	1	_____
BAS 267	Introduction to Business Law	3	_____
BAS 282	Principles of Marketing OR	3	_____
MKT 282	Principles of Marketing	(3)	_____
BAS 283	Principles of Management OR	3	_____
MGT 283	Principles of Management	(3)	_____
ACC 201	Financial Accounting OR	3	_____
ACT 101	Fundamentals of Accounting I AND	(3)	_____
ACT 102	Fundamentals of Accounting II	(3)	_____
ACT 202	Managerial Accounting	3	_____
Subtotal		28-31	
Core Subtotal		46-49	

We have 5 different tracks to choose from – Accounting (15), Hospitality Management (17), Management (17-18) , Office Systems (18), or Real Estate Management Track (18).

See course catalog for more information **Total 61-67**

SEMESTER COURSE LISTING

Class	(Alternative) Credit
Semester One (15 Hours)	
ENG 101	() _____
BAS 160	() _____
ACC 201 or ACT 101 &	() _____
ACT 102	() _____
MAT 105, 110 or higher	() _____
Track Req.	() _____
Semester Two (15 hours)	
CIT 105 or OST 105	() _____
ENG 102 or OST 235	() _____
CIS 130 or OST 240	() _____
Heritage Humanities	() _____
TRACK REQ.	() _____
Semester Three (15Hours)	
BAS 282 or MKT 282	() _____
BAS 283 or MGT 283	() _____
COM 181 or COM 252	() _____
Natural Science Course	() _____
Track Req.	() _____
Semester Four (16-22 Hours)	
BAS 250	() _____
BAS 267	() _____
ECO (any)	() _____
ACT 202	() _____
(16-12) Track	() _____
Requirements	
Total Hours for Program 61-67	



STUDENT _____ ID NO. _____ DATE _____

SIGNATURE _____ ADVISOR _____