

Business Administration Pathway Map

Associate in Applied Science

91 Credits

Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Qtr. 5	Qtr. 6	Qtr. 7	Qtr. 8
Transition Studies	CCS 101 (3cr) <i>Pathways to Success</i>	BUS& 101 (5cr) <i>Introduction to Business</i>	BUS 160 (5cr) <i>Principles of Marketing</i> Offered Fall and Winter	BUS 260 (5cr) <i>Principles of Management: Diversity</i> Offered Fall and Spring	BUS 240 (5cr) <i>Principles of Finance</i> Offered Fall and Winter	BUS 289 (5cr) <i>Integrated Business Applications</i> Offered Winter and Spring	<i>Choose 3 (3-5 credits each) (13-15 credits total) (Program Elective) (recommended)</i>
	ENGL 090 (5cr) <i>Integrated Reading and Writing I</i> ENGL 095 (5cr) <i>Integrated Reading and Writing II</i>	ENGL 098 (5cr) <i>Transitional English Composition</i> ENGL& 101 (5cr) <i>English Composition I</i>	ACCT& 201 (5cr) <i>Principles of Accounting I</i>	OFTEC 141 (5cr) <i>Excel</i>	BUS& 201 (5cr) <i>Business Law</i>	<i>Choose One: (5cr) (Additional Communication)</i> CMST& 220 <i>Public Speaking</i> CMST 240 <i>Intercultural Communication: Diversity</i>	ACCT& 202 (5cr) *** <i>Principles of Accounting II</i> ACCT& 203 (5cr) *** <i>Principles of Accounting III</i> ACCT 206 (3cr) ***
	MATH 092 (5cr) <i>Mathematical Reasoning</i>	<i>Choose One (5-7cr): (Computation)</i> BUS 104 (5cr) <i>Business Math</i> OR CMATH 146 (7cr) <i>CLIPPERS Introduction to Probability and Statistics*</i> Includes ability to complete: MATH 095 MATH 096 MATH& 146 *some students may place directly into MATH& 146	OFTEC 108 (3cr) <i>Introduction to Microsoft Office</i>	<i>Choose One: (3-5cr) (Program Elective) (recommended)</i> ACCT& 202 (5cr) *** <i>Principles of Accounting II</i> ACCT 206 (3cr) *** and **** <i>General Ledger Computerized Accounting</i> ACCT 239 (5cr) *** <i>Payroll Accounting and Business Taxes</i> BUS 140 (5cr) <i>Customer Service</i> BUS 220 (5cr) <i>Starting and Managing a Small Business</i> Offered Fall and Winter CMST 110 (5cr) <i>Introduction to Social Media</i> OFTEC 263 (5cr) <i>Fundamentals of Project Management</i> ECON& 201 (5cr) <i>Microeconomics</i> PHIL 102 (5cr) <i>Ethics</i> PSYC 116 (5cr) <i>Psychology of Human Relations: Diversity</i>	<i>Choose One: (5cr) (Program requirement, required)</i> ENLG& 102 <i>Composition II</i> ENGL& 235 <i>Technical Writing</i> OFTEC 260 <i>Business Communication</i>	<i>Choose One: (3-5cr) (Program Elective) (recommended)</i> ACCT& 202 (5cr) *** <i>Principles of Accounting II</i> ACCT& 203 (5cr) *** <i>Principles of Accounting III</i> ACCT 206 (3cr) *** <i>General Ledger Computerized Accounting</i> ACCT 239 (5cr) *** <i>Payroll Accounting and Business Taxes</i> BUS 140 (5cr) <i>Customer Service</i> BUS 220 (5cr) <i>Starting and Managing a Small Business</i> Offered Fall and Winter CMST 110 (5cr) <i>Introduction to Social Media</i> OFTEC 263 (5cr) <i>Fundamentals of Project Management</i> ECON& 201 (5cr) <i>Microeconomics</i> PHIL 102 (5cr) <i>Ethics</i> PSYC 116 (5cr) <i>Psychology of Human Relations: Diversity</i>	<i>General Ledger Computerized Accounting</i> ACCT 239 (5cr) *** <i>Payroll Accounting and Business Taxes</i> BUS 140 (5cr) <i>Customer Service</i> BUS 220 (5cr) <i>Starting and Managing a Small Business</i> Offered Fall and Winter CMST 110 (5cr) <i>Introduction to Social Media</i> OFTEC 263 (5cr) <i>Fundamentals of Project Management</i> ECON& 201 (5cr) <i>Microeconomics</i> PHIL 102 (5cr) <i>Ethics</i> PSYC 116 (5cr) <i>Psychology of Human Relations: Diversity</i>

*** A **Certificate of Completion -- Accounting Clerk** can be earned if these elective courses are completed:

	ACCT&202	Principles of Accounting II	5 Credits
	ACCT&203	Principles of Accounting III	5 Credits

		ACCT206	General Ledger Computerized Accounting	3 Credits
		ACCT239	Payroll Accounting and Business Taxes	5 Credits

****If ACCT 206 is taken, students may need to take an additional elective to complete the 90 credits required for the AAS degree.

Note:

The Business Administration AAS degree requires:

- 5 credits of Computation
- 5 credits of ENGL& 101
- 5 credits of an Additional Communication (Chosen from the ENGL& 102, ENGL& 235, and OFTEC 260 course grouping in Quarter 6)
- 5 credits of Human Relations/Diversity (met by BUS 260)
- 3 credits of CCS 101
- At least 72 credits program core courses