

BUSINESS EDUCATION

Associate in Science

Note: Curricula listed on degree plan are suggested. Students should consult with their advisor concerning their unique transfer decisions.

Total Degree Credits	62-63
General Education Courses	
<i>Arts & Humanities</i>	
General Education Matrix (Arts & Humanities)	3
General Education Matrix (Arts & Humanities)	3
<i>Written Communications</i>	
ENGL 110	College Composition I 3
ENGL 120	College Composition II 3
or ENGL 125	Introduction to Professional Writing
<i>Oral Communications</i>	
COMM 110	Fundamentals of Public Speaking 3
<i>Math, Science & Technology</i>	
CSCI 101	Introduction to Computers (Recommended) 3
MATH 103	College Algebra (or higher, except MATH 137) 3-4
General Education Matrix (Science with Lab)	4
General Education Matrix (Science with Lab)	4
General Education Matrix (Math, Science & Technology)	1
Needed if the 15 total credits for Math, Science & Technology have not been met.	
<i>Social & Behavioral Sciences</i>	
General Education Matrix (Social & Behavioral Sciences)	3
General Education Matrix (Social & Behavioral Sciences)	3
Enrichment	
Enrichment Course Matrix - may be fulfilled with applicable Arts & Humanities course	2
Diversity	
General Education Matrix - may be fulfilled with applicable Arts & Humanities course or Social & Behavioral Sciences course	
Total Credits	38-39

Business Education Courses

Be sure to check with your anticipated transfer school in making your selections.

ACCT 200	Elements of Accounting I 3
ACCT 201	Elements of Accounting II 3
BOTE 152	Keyboarding II ¹ 3
BOTE 210	Business Communications 3
CIS 102	Computer Software Applications - Word ² 3
CIS 104	Microcomputer Database ² 3
CIS 105	Microcomputer Spreadsheets ² 3
CIS 130	Presentations ² 3
Total Credits	24

1

A prerequisite for BOTE 152 Keyboarding II is to be able to key with proper technique approximately 40+ words a minute. BOTE 102 Keyboarding I is a beginning course teaching the alphabetical keys with proper technique and can be used as an elective.

2

Students may challenge.

College Degree Requirements

General Education & Diversity Course Matrix Requirements