



**Associate of Applied Science
Business Technology
Health Information Option
2010-2011**

Name _____ Anticipated Graduation Date _____

Developmental Courses

Original placement in developmental education courses is determined by ACT, ASSET, Compass, or SAT test scores. I understand that if required to enroll in developmental education courses as a result of my test scores and Arkansas law, Act 1101 an additional semester may be required to complete my program of study.

COURSE	TITLE	TERM	GRADE	COMMENT	CREDIT
READ0013	College Reading Skills			ACT Reading 0-13; ASSET Reading 23-33; Compass Reading 0-52; Pass with C or higher	None
READ0033	Adv Reading Techniques			ACT Reading 14-18; ASSET Reading 34-43; Compass Reading 53-84; Pass with C or higher	None
ENG 0013	Language Fundamentals			ACT English 0-13; ASSET English 23-32; Compass Writing 0-14; Pass with C or higher	None
ENG 0023	Writing Fundamentals			ACT English 14-18; ASSET English 33-44; Compass Writing 15-76; Pass with C or higher	None
MATH0013	Pre-Algebra			ACT Math 0-16; ASSET Numeric 23-40; ASSET Intermediate 23-33; Compass Pre-Algebra 0-45; Compass Algebra 0-26; Pass with C or higher.	None
MATH0023	Introductory Algebra			ACT Math 17-18; ASSET Numeric 41-55; ASSET Intermediate 34-37; Compass Pre-Algebra 46-100; Compass Algebra 27-36; Pass with C or higher.	None

First Year

First Semester

BSYS1023	Business Office Machines (Fall)				3 hours
CA1903	Introduction to Computer Concepts			Ability to keyboard	3 hours
ENG1003	Freshman English I			ACT English 19; ASSET English 45-55; Compass Writing 77-100; or Pass ENG0023 with grade C or higher	3 hours
MATH0033	Intermediate Algebra			ACT Math 19-20; ASSET Intermediate 38-41; Compass Algebra 37-49 or pass MATH 0023 with a C or higher	3 hours
MEDL1001	Introduction to Health Care				1 hour
ZOOL2004	Human Anatomy and Physiology I with Lab				4 hours
				Total Semester Hours	17 hours

Second Semester

ADMS2413	Word/Information Processing			Ability to keyboard	3 hours
ADMS2563	Business Communications			Prerequisite: ENG1003; Ability to keyboard	3 hours
ENG1013	Freshman English II OR			Completion of ENG 1003 with C or higher	3 hours
ENG1023	Technical Writing			ACT English 19; ASSET English 45-55; Compass Writing 77-100; or pass ENG1003 with C or higher	
MEDL1003	Medical Terminology				3 hours
ZOOL2414	Human Anatomy and Physiology II with Lab				4 hours
				Total Semester Hours	16 hours

Second Year

First Semester

ACCT1003	Accounting I (OR)				3 hours
ACCT2003	Principles of Accounting I				
ADMS1213	Medical Transcription			Prerequisite: MEDL1003 Medical Terminology	3 hours
ADMS2073	Professional Development				3 hours
BUAD1033	Business Ethics				3 hours
MEDL1043	Medical Coding I (Fall only)			Prerequisite: MEDL1003 Medical Terminology	3 hours
				Total Semester Hours	15 hours

Second Semester

MEDL1063	Medical Coding II (Spring only)			Prerequisite: MEDL1043 Medical Coding I	3 hours
BSYS2583	Spreadsheets for Managerial Decision Making (OR)				3 hours
CIS 2043	Database Management Systems				
CIS 1073	Computerized Accounting				3 hours
Social Science Elective	SOC 2213 Principles of Sociology (OR)				3 hours
	PSY 2513 Introduction to Psychology				
Elective	Approved by Academic Advisor				3 hours
				Total Semester Hours	15 hours
				Total Hours	63 hours

Student Signature Date

Advisor Signature Date

As mandated by Act 472 of 2007, I have been informed of the Arkansas Course Transfer System, and how to determine which courses will transfer to other Arkansas public institutions. Website <http://acts.adhe.edu>