



**Associate of Applied Science  
Business Technology  
Health Information Option  
2011-2012**

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
READ0033	Reading			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
				<b>Total Semester Hours</b>	<b>17 hours</b>

Second Semester

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

Second Year

First Semester

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

Second Semester

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

\_\_\_\_\_  
Student Signature Date

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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>