



Business Administration – 2016-2017

Associate of Applied Science

○ 60 credit hours

Possible Prerequisites			Semester	Hours	Grade
READ	0033	Reading		N/C	
ENG	0023	Writing Fundamentals OR ALP		N/C	
MATH	0013	Pre-Algebra		N/C	
MATH	0023	Introductory Algebra		N/C	
MATH	0033	Intermediate Algebra		N/C	
COLL	1001	College Success Strategies		N/C	

First Year – First Semester

~ACCT	2003	Introduction to Financial Accounting		3	
~BUAD	1013	Introduction to Business OR		3	
BUAD	1043	Personal Financial Planning			
~CA	1903	Introduction to Computer Concepts		3	
~ENG	1003	Freshman English I		3	
MATH	1003	Technical Math for Business (or higher)		3	

First Year – Second Semester

~ACCT	2013	Introduction to Managerial Accounting		3	
ADMS	2413	Word/Information Processing		3	
~ADMS	2563	Business Communications		3	
BSYS	2583	Spreadsheets for Managerial Decisions OR		3	
CIS	2043	Database Management			

Second Year – First Semester

~ECON	2323	Principles of Microeconomics (fall semester) OR		3	
ECON	2333	Economic Issues and Concepts (spring semester)			
~ENG	1013	Freshman English II OR		3	
~ENG	1023	Technical Writing			
~LAW	2023	Legal Environment of Business		3	
MGMT	2603	Leadership Issues (spring semester) OR		3	
MGMT	2613	Principles of Supervision (fall semester)			

Second Year – Second Semester

BSYS	2003	Business or Professional Presentations OR		3	
CIS	2073	Illustrative Publications			
~BUAD	1023	Introduction to Marketing		3	
MGMT	2623	Small Business Management		3	
		Business Elective (see approved list)		3	

Social Science Elective (3 hours ECON2313 required)

~ECON	2313	Principles of Macroeconomics		3	
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Student Signature

Date

Advisor Signature

Date

2000 Level Accounting Elective (3 hours)

ACCT	2023	Fundamental Accounting Concepts	OR			
ACCT	2033	Payroll Accounting	OR			
ACCT	2043	Introduction to Cost Accounting (fall)	OR			
ACCT	2053	Introduction to Taxes (fall)	OR			3
ACCT	2063	Applied Accounting Concepts (spring)				

Management Elective (3 hours)

MGMT	1013	Introduction to Human Resource Management (spring)	OR			
MGMT	1023	Foundations of Productivity Management	OR			
MGMT	2603	Leadership Issues (spring)	OR			3
MGMT	2633	Information Technology Project Management (fall)				

Business Elective approved course list:

Course ID	Course Name	Grade	Course ID	Course Name	Grade
ACCT 1003	Accounting I		CIS 1034	Computer Programming	
ACCT 2023	Fundamental Accounting Concepts		CIS 1053	Intro to Visual Communications	
ACCT 2033	Payroll Accounting		CIS 1063	Advanced Web Design	
ACCT 2043	Intro to Cost Accounting		CIS 1073	Computerized Accounting	
ACCT 2053	Intro to Taxes		CIS 2004	Network Operating System Technology	
ACCT 2063	Applied Accounting Concepts		CIS 2043	Database Management	
ADMS 1103	Legal Terminology		CIS 2053	Microsoft Windows	
ADMS 1203	Legal Transcription		CIS 2073	Illustrative Publications	
ADMS 1213	Medical Transcription		ECON 2323	Principles of Microeconomics	
ADMS 1513	Keyboarding I		ECON 2333	Economic Issues and Concepts	
ADMS 1523	Keyboarding II		ENTR 1003	Intro to Entrepreneurship	
ADMS 2073	Professional Development		ENTR 2003	Professional Selling/Advertising	
BSYS 2003	Business & Professional Presentation Techniques		ENTR 2023	Funding Acquisitions for Entrepreneurs	
BSYS 2013	Web Page Design		ENTR 2033	Feasibility and Funding Analysis	
BSYS 2533	Internet, Intranet & Email applications		MGMT 1013	Introduction to Human Resource Management	
BSYS 2583	Spreadsheets for Managerial Decisions		MGMT 1023	Foundations of Productivity Management	
BUAD 1013	Introduction to Business		MGMT 2003	Entrepreneurial Ventures	
BUAD 1033	Business Ethics		MGMT 2603	Leadership Issues	
BUAD 1043	Personal Financial Planning		MGMT 2613	Principles of Supervision	
CIS 1003	Digital Photography		MGMT 2633	Information Technology Project Management	
CIS 1013	Introduction to Computer Information Systems		QM 2113	Business Statistics	

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>

ACTS Transfer Courses

Courses notated in the degree plan with the “~” symbol are considered ACTS courses. The Arkansas Course Transfer System (ACTS) contains information about the transferability of courses within Arkansas public colleges and universities. Students are guaranteed the transfer of applicable credits and equitable treatment in the application of credits for admissions and degree requirements. For further information the ACTS website link can be reached at <http://acts.adhe.edu/studenttransfer.aspx>.

Prior Learning Assessment

For more information concerning Prior Learning Assessment (PLA) contact the Registrar’s office (870) 248-4015