# Associate of Applied Science Management

All first-time, full-time students must enroll in either Student Opportunities Seminar (SOS) OR Principles of Collegiate Success (PCS) as determined by entrance exam scores.

<table>
<thead>
<tr>
<th>Semester 1 (Fall)</th>
<th>Course</th>
<th>Credits</th>
<th>Prerequisite (&quot;C&quot; or Better)</th>
<th>Milestone/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1113 Composition I</td>
<td>3</td>
<td>Placement score or required remediation</td>
<td>Milestone course, failure to pass may delay degree progress.</td>
<td></td>
</tr>
<tr>
<td>DATA 1123 Fundamentals of Information Technology (FIT)</td>
<td>3</td>
<td>Keyboarding exam or GBUS1103 recommended</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DATA 1213 Word Processing</td>
<td>3</td>
<td>Placement score or Keyboarding</td>
<td>Fall Only</td>
<td></td>
</tr>
<tr>
<td>MGMT 1113 Principles of Management</td>
<td>3</td>
<td>“C” or better; Fall Only</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BOIS 1003 Introduction to Business</td>
<td>3</td>
<td>Fall Only</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>15</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Students should apply for Certificate of Proficiency in Business Technology*

<table>
<thead>
<tr>
<th>Semester 2 (Spring)</th>
<th>Course</th>
<th>Credits</th>
<th>Prerequisite</th>
<th>Milestone/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATA 2303 Adv. Word Processing</td>
<td>3</td>
<td>Word Processing</td>
<td>Spring Only</td>
<td></td>
</tr>
<tr>
<td>DATA 1233 Database Management</td>
<td>3</td>
<td>FIT</td>
<td>Spring Only</td>
<td></td>
</tr>
<tr>
<td>DATA 1243 Spreadsheet Applications</td>
<td>3</td>
<td>FIT</td>
<td>Spring Only</td>
<td></td>
</tr>
<tr>
<td>MGMT 2013 Human Resource Management</td>
<td>3</td>
<td>“C” or better; Spring Only</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Choose one:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 1143 College Algebra</td>
<td>3</td>
<td>Placement score or Foundations II</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 1163 Quantitative Literacy</td>
<td></td>
<td>Placement score or Foundations I</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>15</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Students should apply for Technical Certificate in Management*

<table>
<thead>
<tr>
<th>Semester 3 (Fall)</th>
<th>Course</th>
<th>Credits</th>
<th>Prerequisite</th>
<th>Milestone/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1213 Composition II</td>
<td>3</td>
<td>Comp I</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BOIS 2203 Legal Environment</td>
<td>3</td>
<td></td>
<td>Fall Only</td>
<td></td>
</tr>
<tr>
<td>ACTG 1113 Principles of Accounting I</td>
<td>3</td>
<td>Placement score or Foundations I</td>
<td>Fall Only</td>
<td></td>
</tr>
<tr>
<td>MGMT 2343 Small Business Management</td>
<td>3</td>
<td>Principles of Management</td>
<td>“C” or better required; Fall Only</td>
<td></td>
</tr>
<tr>
<td>Choose one:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL 1124 Introduction to Biology</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL 1133 Nutrition</td>
<td>3</td>
<td>Eligible for Comp I</td>
<td>Additional science options are available.</td>
<td></td>
</tr>
<tr>
<td>BIOL 2123 Environmental Science</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>15/16</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester 4 (Spring)</th>
<th>Course</th>
<th>Credits</th>
<th>Prerequisite</th>
<th>Milestone/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATA 2203 Integrated Applications</td>
<td>3</td>
<td>FIT, Word Processing, Database Management, and Spreadsheet Apps</td>
<td>Spring Only</td>
<td></td>
</tr>
<tr>
<td>BOIS 2303 Business Communication</td>
<td>3</td>
<td>Comp I and FIT</td>
<td>Spring Only</td>
<td></td>
</tr>
<tr>
<td>BOIS 2413 Business Internship</td>
<td>3</td>
<td>Instructor Approval</td>
<td>Spring Only</td>
<td></td>
</tr>
<tr>
<td>MGMT 1123 Supervisory Management</td>
<td>3</td>
<td>Principles of Management</td>
<td>“C” or better; Spring Only</td>
<td></td>
</tr>
<tr>
<td>Social Science</td>
<td>3</td>
<td>ECON 2113 or 2213; PSYC 1113 or SOCI 1113</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>15</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Students should apply for Associate of Applied Science in Management—Total Hours 60-61*