



## Degree Planning Sheet

# General Business

## Associate of Applied Science

Updated 2/13/2013

**Student Name:** \_\_\_\_\_ **Advisor:** \_\_\_\_\_

**Student ID #:** \_\_\_\_\_ **Advisor Signature:** \_\_\_\_\_

This two-year degree program provides a solid business foundation and preparation for career advancement. Graduates will be able to practice relevant business skills, meet the diverse needs of a business to achieve organizational goals, start and manage their own small business, communicate effectively, and/or manage their business affairs with professionalism, integrity, and a spirit of inquiry. The specific student learning outcomes that arise from the program objectives and are the most central for the assessment of the program's student learning outcomes are as follows: 1) Use critical thinking skills to solve problems and make decisions based on accepted business principles. 2) Understand the interrelationship of international and domestic business, societies, and governments. 3) Execute the four functions of management: planning, organizing, leading, controlling. 4) Apply effective communication skills in business settings.

*Note: Please consult with your faculty advisor for a course selection that enables program completion in the shortest time and in the best way possible.*

### GENERAL EDUCATION REQUIREMENTS (15 credits)

#### Oral Communications Courses - select 3 credits from the following:

Course No.	Course Title	Credits possible	Semester taken	Grade	Credits taken
COMM A111	Fundamentals of Oral Communication	3			
COMM A235	Small Group Communication	3			
COMM A237	Interpersonal Communication	3			
COMM A241	Public Speaking	3			
Total credits required: 3			Total credits taken:		

#### Written Communication Courses - select 6 credits from the following:

Course No.	Course Title	Credits possible	Semester taken	Grade	Credits taken
ENGL A111	Methods of Written Communication ( <b>required</b> )	3			
<b>Select 3 credits from the following courses: (Note - ENGL A212 is required for a 4 year degree in Business.)</b>					
ENGL A211	Academic Writing About Literature	3			
ENGL A212	Technical Writing	3			
ENGL A213	Writing in the Social and Natural Sciences	3			
CIOS A260A	Business Communications	3			
Total credits required: 6			Total credits taken:		

#### Humanities\*, Social Sciences, Mathematics, Natural Sciences

**Select 6 credits from approved General Requirement Courses. (See catalog.)**

\*NOTE: Any English courses used to satisfy Humanities general requirements must be different from the written communications requirement and have a course number higher than ENGL A111.

Course No.	Course Title	Credits possible	Semester taken	Grade	Credits taken
MATH A105	Intermediate Algebra <i>or higher level</i> ( <b>required</b> )	3			
Total credits required: 6			Total credits taken:		



**MAJOR SPECIALTY (36 credits)**

**Complete the following courses (30 credits):**

Course No.	Course Title	Credits possible	Semester taken	Grade	Credits taken
*ACCT A201	Principles of Financial Accounting	3			
ACCT A202	Principles of Managerial Accounting	3			
BA A151	Introduction to Business	3			
BA A231	Fundamentals of Supervision	3			
BA/JUST A241	Business Law I	3			
BA A260	Marketing Practices	3			
CIS A110	Computer Concepts in Business	3			
ECON A201	Principles of Macroeconomics	3			
ECON A202	Principles of Microeconomics	3			
LGOP A110	Logistics, Information Systems & Customer Svc.	3			

*\*The ACCT A101 Principles of Financial Accounting I and ACCT A102 Principles of Accounting II sequence may be used to satisfy the ACCT A201 requirement for this degree.*

Total credits required: 30	Total credits taken:
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**Select 6 credits with advisor approval from 100 or 200 level ACCT, BA, CIS, CS, or ECON courses:**

Course No.	Course Title	Credits possible	Semester taken	Grade	Credits taken

Total credits required: 6	Total credits taken:
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**ELECTIVES (9 credits)**

**Select 9 credits from elective courses of your choice:**

Course No.	Course Title	Credits possible	Semester taken	Grade	Credits taken

Total credits required: 9	Total credits taken:
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**Total Credits Required For Degree: 60**

**Total credits taken:**

**General University Requirements**

- All courses must be at the 100 level or above.
- Students must earn at least 15 credits in residence.
- Students must earn a cumulative GPA of at least 2.00 (C) at UAA.
- All requirements must be met within 5 years of formal acceptance to an associate degree program.
- No more than 15 military credits can be applied towards an associate degree.