

The Associate of Applied Science is awarded to students who satisfy the following requirements:

Courses	Cr.	Qtr.	Gr.
Communication Skills			
WR 121Z – Composition I	4		
BA 214 – Business Communications	3		
COM 111Z – Public Speaking <i>or</i> SP 219 –Small Group Discussion	4/3		
Computation Skills			
BA 104 – Business Math (or higher)	4		
Human Relations Skills			
BA 204 – Teamwork Dynamics	3		
Electives	9/10		
Year 1			
Fall:			
BA 101Z Intro to Business	4		
BA 131 Intro to Business Computing	4		
BT 221 Word Processing I	3		
Winter:			
BA 226Z Introduction to Business Law	4		
BA 169Z Data Analysis-Excel	4		
BA 255 Personnel Supervision	3		
Spring:			
BA 227 Business Law II	2		
BA 206 Principles of Management	3		
BA 218 Personal Finance	3		
Year 2			
Fall:			
BA 211Z Principles of Financial Accounting	4		
BA 223 Principles of Marketing	3		
ECON 201Z Principles of Microeconomics <i>or</i> ECON 202Z Principles of Macroeconomics	4		
BT 251 Cloud Based Accounting Systems	3		
Winter:			
BA 280 Co Op Work Exp	2		
BT 242 Database Applications	4		
BT 252 Cloud Based Tax Accounting	3		
Spring:			
BA 213Z Principles of Managerial Accounting	4		
BA 203 International Business	3		
BA 250 Small Business Mngmnt	3		
Total Credits:	(90)		

- Students must complete a minimum of 90 quarter credits with a grade point average of at least 2.0 in order to graduate with an AAS
- An application for graduation must be filled out one term in advance of final term.
- BA 131/CS 101 is highly recommended to be taken during the first term for this degree.
- NOTE: Students taking COM 111Z must take 9 electives; students taking SP 219 must take 10 electives.