

ID#: _____

Student: _____

Accounting Electives – 2 courses

BUS 2000 & BUS 2050 Princ of Accounting I*+ (3) & II *+ (3)
OST 1500 & OST 1520 Applied Accounting I (3) & II * (3)

Business/Management Electives - 4 courses

BUS2330 Marketing + (3)
BUS2430 Introductory Statistics * + (3)
BUS2530 Legal Environment of Bus + (3)
BUS2930 Principles of Macroeconomics + (3)
BUS2940 Principles of Microeconomics + (3)
CIS1650 Accounting on the Microcomputer * (3)
MGT1160 Customer Relations (3)
MGT1320 Entrepreneurship (3)
MGT1590 Personal Finance (3)
MGT1840 Finance * (3)
MGT2030 Advertising and Sales Promotion (3)
MGT2210 Salesmanship * (3)
MGT2540 Principles of Banking (3)
MGT2610 Marketing Research * (3)
MGT2650 Small Business Mgt (3)
MGT2900 E-Commerce * (3)
OST2300 Business Communications II (3)

Computer Electives – 2 courses

CIS1050 Introduction to Computers (3)
CIS1100 Microcomputer Graphics * (3)
CIS1610 IT Fundamentals (3)
CIS1670 Fundamentals of Networking (3)
CIS1700 Desktop Publishing * (3)
CIS1750 Microcomputer Applications * (3)
CIS1900 Fundamentals of Unix * (3)
CIS2000 Microcomputer Operating Systems * (3)
CIS2100 Microcomputer Database Mgt * (3)
CIS2110 Adv Microcomputer Database Mgt * (3)
CIS2200 Microcomputer Spreadsheet Appl * (3)
CIS2210 Adv Spreadsheet Applications * (3)
CIS2320 WP-WordPerfect I * (3)
CIS2330 WP-WordPerfect II * (3)
CIS2350 WP-Microsoft Word * (3)
CIS2400 Web Page Development * (3)

Communications Electives – 1 written & 1 oral

ENG1330 English Composition I +* (3) (written)
ENG1440 Public Speaking + (3) (oral)
ENG1670 Interpersonal Communications I (3) (oral)

Human Development Electives – 1 course

PSY1130 General Psychology I + (3)
PSY1160 Applied Psychology (3)
PSY1250 Human Growth & Development (3)
SOC1130 General Sociology (3)
SOC1230 Social Problems (3)
SOC1540 Intro to Cultural Anthropology (3)
SOC1600 Ethnicity & Cultural Differences (3)

History/Political Science Electives – 1 course

HIS1230 American History I (3)
HIS1240 American History II (3)
POS1130 American National Government < (3)
POS1140 American State and Local Government < (3)
POS1180 American Political Systems + (3)

Mathematics Electives – 1 course

MAT1130 Intermediate Algebra * (3)
MAT1230 College Algebra +* (3)
MAT1330 Trigonometry +* (3)
MAT1600 Calculus for Business/Soc. Sciences * (3)
MAT1650 Analytical Geometry & Calculus I +* (5)
TEC1900 Technical Mathematics I * (3)
TEC1910 Technical Mathematics II * (3)

Science Electives – 1 course

See List on Back

+ Recommended course for transfer students.
* Course has prerequisite. See MAC Catalog.
< No longer offered-will count if previously completed.
√ Offered thru CMU at MAC.

Please mark if taking web course

Gen Ed Cr. Hrs.....18-22
Major Cr. Hrs.....53
Total Cr. Hrs..... 71-75

NOTE: See graduation policies on back.

MINERAL AREA COLLEGE			
ASSOCIATE OF APPLIED SCIENCE			
Business Management – Accounting			
(Major Code: MN)			
WEB-Sem/Yr			Grade
<input type="checkbox"/>	_____	CIS1650 Acctg on Microcomputers	3 _____
<input type="checkbox"/>	_____	MGT1710 Human Resource Management	3 _____
<input type="checkbox"/>	_____	MGT1800 Business Math	3 _____
<input type="checkbox"/>	_____	MGT1940 Management Seminar	1 _____
<input type="checkbox"/>	_____	MGT2062 Managerial Accounting	3 _____
<input type="checkbox"/>	_____	MGT2064 Cost Accounting	3 _____
<input type="checkbox"/>	_____	MGT2200 Business Internship *	3 _____
<input type="checkbox"/>	_____	MGT2660 Supervision/Mid-Mgt OR	3 _____
<input type="checkbox"/>	_____	BUS2100 Fundamentals of Mgt +	_____
<input type="checkbox"/>	_____	OST1400 Business Communications I *	3 _____
<input type="checkbox"/>	_____	OST2200 Intro to Business	3 _____
<input type="checkbox"/>	_____	PAW1060 Prep for Employment	1 _____
<input type="checkbox"/>	_____	Accounting Electives	3 _____
<input type="checkbox"/>	_____	Accounting Electives	3 _____
<input type="checkbox"/>	_____	Bus/Mgt Elective	3 _____
<input type="checkbox"/>	_____	Bus/Mgt Elective	3 _____
<input type="checkbox"/>	_____	Bus/Mgt Elective	3 _____
<input type="checkbox"/>	_____	Bus/Mgt Elective	3 _____
<input type="checkbox"/>	_____	Computer Elective	3 _____
<input type="checkbox"/>	_____	Computer Elective	3 _____
		Communications (1 written & 1 oral):	
<input type="checkbox"/>	_____	ENG1330 English Composition I *	3 _____
<input type="checkbox"/>	_____	3 _____
		Human Development:	
<input type="checkbox"/>	_____	3 _____
		History/Political Science:	
<input type="checkbox"/>	_____	3 _____
		Mathematics:	
<input type="checkbox"/>	_____	3-5 _____
		Science:	
<input type="checkbox"/>	_____	3-5 _____
		TSA00000 Technical Skills Assessment.....	0 _____
		Total Web Hrs.	Total Credit Hours
			71-75..

GPA: _____ Advisor: _____

**ASSOCIATE OF APPLIED SCIENCE
Business Management – Accounting**

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Science Electives – 1 course

BIO1100 Intro to Bio Science (3)
BIO1150 General Biology (5)
BIO1250 General Botany (5)
BIO1330 Local Flora (3)
BIO1350 General Zoology (5)
BIO1430 Environmental Science (3)
PHS1130 Physical Science * (5)
PHS1200 Introductory Astronomy (3)
PHS1230 Oceanography (3)
PHS1250 Introductory Chemistry * (5)
PHS1350 General Chemistry I * (5)
PHS1420 College Physics I * (4)
PHS2230 General Physics I * (4)
PHS2400 Earth Science (5)
PHS2420 Earth Science I (3)
PHS2430 Earth Science II (3)
TEC1070 Unified Technical Concepts I * (4)
TEC1080 Unified Technical Concepts II * (4)

GRADUATION POLICIES: (Diplomas and Certificates)

1. An Application for Graduation form must be filed with the Registrar's Office by the end of the second week of the fall and spring terms and by the end of the first week of the summer term. Contact advisor for assistance.
2. All degree applicants are required to complete an Exit Exam and a Technical Skills Assessment.
3. All applicants are required to complete a graduation interview with the Career Placement Office.
4. A cumulative 2.0 grade point average is required for graduation.
5. Last fifteen (15) hours must be earned at Mineral Area College.
6. No more than 50% of the course work for this degree may be completed on line.

Signature Required
Acknowledgement of Graduation Policies

Date