

NAME \_\_\_\_\_ SS# \_\_\_\_\_ ADVISOR \_\_\_\_\_

## BUSINESS MANAGEMENT: Banking and Finance Associate of Applied Science

This plan serves as a record of current and completed courses which the student and advisor have mutually agreed upon for the graduation.

### First Year

Fall Semester	Grade	Spring Semester	Grade
_____ ENG133 English Comp I	_____ 3 cr.	_____ ENG144 Public Speaking	_____ 3 cr.
_____ _____ Human Dev Elective	_____ 3 cr.	_____ _____ Math Elective	_____ 3 cr.
_____ MGT180 Business Math	_____ 3 cr.	_____ _____ Accounting Elective	_____ 3 cr.
_____ _____ Accounting Elective	_____ 3 cr.	_____ OST220 Intro. To Business	_____ 3 cr.
_____ _____ Computer Elective	_____ 3 cr.	_____ _____ Banking Elective	_____ 3 cr.
_____ OST140 Bus. Comm. I	_____ 3 cr.	_____ _____ Computer Elective	_____ 3 cr.
	<b>18 cr.</b>		<b>18 cr.</b>

### Second Year

Fall Semester	Grade	Spring Semester	Grade
_____ BUS210 Fund of Mgmt or _____ MGT266 Super Mid Mgmt	_____ 3 cr.	_____ MGT171 Human Res Mgmt	_____ 3 cr.
_____ BUS/MGT Elective	_____ 3 cr.	_____ _____ Banking Elective	_____ 3 cr.
_____ _____ Computer Elective	_____ 3 cr.	_____ MGT220 Business Internship	_____ 3 cr.
_____ _____ Pol Sc/History Elective	_____ 3 cr.	_____ _____ Science Elective	_____ 3-5 cr.
_____ _____ BUS/MGT Elective	_____ 3 cr.	_____ PAW106 Prep for Employment	_____ 1 cr.
_____ _____ Banking Elective	_____ 3 cr.	_____ MGT194 Mgmt. Seminar	_____ 1 cr.
	<b>18 cr.</b>		<b>17-19 cr.</b>

The Associate of Applied Science degree program shall consist of college-level (non-remedial) course work or its equivalent in each of the following curricular areas:

<b>Area:</b> .....	<b>Semester Hrs. Req=d</b>
<b>ACCOUNTING</b> .....	6 Hours
Two (2) courses required. Choose either: OST150 and *OST152, or *+BUS200 and *+BUS205.	
<b>COMMUNICATION</b> .....	6 Hours
Two (2) courses including one (1) written (*+ENG133) and one (1) oral communications course (+ENG144 or ENG167).	
<b>HUMAN DEVELOPMENT</b> .....	3 Hours
One (1) course from the following: SOC113, +PSY113, or PSY116.	
<b>EMPLOYMENT</b> .....	2 Hours
The following two (2) courses must be completed: PAW106 and MGT194.	
<b>HISTORY &amp; POLITICAL SCIENCE</b> .....	3 Hours
One (1) course from the following: HIS123, HIS124, +POS113, POS114.	
<b>MATHEMATICS</b> .....	3 Hours
One (1) course from the following: *MAT113, *+MAT123, *+MAT133, *MAT160, *+MAT165, *+MAT215, *TEC190 or *TEC191.	
<b>SCIENCE</b> .....	3-5 Hours
One (1) course from the following: BIO115, BIO125, BIO135, BIO143, PHS105, *PHS113, PHS120, *PHS125, *PHS135, *PHS142, +PHS240, +PHS242, +PHS243, *TEC107, *TEC108, TEC136, or *TEC141.	
<b>COMPUTER INFORMATION SYSTEMS ELECTIVES</b> .....	9 Hours
Three (3) Courses from the following: CIS105, CIS110, *CIS165, CIS170, *CIS175, *CIS200, *CIS210, *CIS211, *CIS220, *CIS220, CIS232, *CIS233, CIS235, and *CIS240.	
<b>BANKING ELECTIVES</b> .....	9 Hours
Three (3) courses or 9 hours from the following: MGT202, MGT204, *MGT247, *MGT252, MGT254, *MGT255, MGT257, MGT259, *MGT272, *MGT273, MGT274, MGT275, *MGT276, *MGT277, MGT278, *MGT279.	
<b>BUSINESS/BUSINESS MANAGEMENT</b> .....	21 Hours
The following courses must be completed: +BUS210 or MGT266, MGT171, MGT180, MGT184, MGT220, *OST140, and OST220.	
<b>BUSINESS/BUSINESS MANAGEMENT ELECTIVES</b> .....	6 Hours
Two (2) courses from the following: +BUS210, +BUS233, *+BUS243, +BUS253, +BUS293, +BUS294, *CIS165, MGT132, MGT155, MGT185, MGT186, MGT203, MGT221, MGT261, MGT265, MGT266, MGT290, and OST230.	
<b>Total General Education</b> .....	<b>18-20 Hours</b>
<b>Recommended Major and Elective Courses</b> .....	<b>53 Hours</b>
<b>Total Required Hours</b> .....	<b>71-73 Hours</b>

**GENERAL POLICIES**

1. An application for graduation must be filed during the first 2 weeks after the fall and spring semester begins and during the first week of the summer term. Applications received after that date will be held until the following semester.
2. Students must attend commencement exercises to receive a diploma.
3. Graduates are required to undergo outcome tests as a condition of graduation.
4. Graduates are required to complete an exit interview with the Director of Career Services.
5. Cumulative 2.0 grade point average required for graduation.
6. Last fifteen (15) hours must be earned at Mineral Area College.

\* Indicate courses requiring a prerequisite.

+ Recommended course for transfer students.