

PLAN OF STUDY FORM - 2000/2001
BUSINESS ADMINISTRATION – KJ42
CERTIFICATE PROGRAM
CREDITS REQUIRED - 30

THREE RIVERS COMMUNITY COLLEGE

NAME: _____
 First Last
 STUDENT ID# _____

Advanced Credits:

Transfer Credits _____
 #CLEP/DANTES _____
 #Credit by Exam _____
 #APL Credits _____
 #Military credits _____

Name(s) of transfer college(s) _____

<u>DEPT & NO.</u>	<u>TITLE OF COURSE</u>	<u>CREDITS</u>	<u>SEMESTER COMPLETED</u>	<u>TO BE COMPLETED</u>
ACC K111*	Financial Accounting I	4	_____	_____
ACC K231*	Managerial Accounting	4	_____	_____
BOT/CSC K102*	Word Processing I	1	_____	_____
BOT/CSC K104*	Spreadsheets I	1	_____	_____
BOT/CSC K106*	Presentation Graphics	1	_____	_____
BUS K211*	Entrepreneurship	3	_____	_____
ECO K111	Macroeconomics	3	_____	_____
ENG K111*	College Composition	3	_____	_____
MGT K111	Principles of Management	3	_____	_____
MGT K212	Human Resources Management	3	_____	_____
MRK K111	Principles of Marketing	3	_____	_____
_____	Practicum	1	_____	_____

* Course has a prerequisite. Students should check course description in the catalog or semester class schedule.

DEVELOPMENTAL COURSES COMPLETED:

Writing Workshop _____
 Semester/Year _____
 Effective Reading _____
 Semester/Year _____
 Basic Math Skills _____
 Semester/Year _____
 Basic Algebra _____
 Semester/Year _____

PLAN OF STUDY REVIEWED BY:

Advisor _____ Date _____
 Student _____ Date _____
Graduation Audit Completed by:
 Signature _____ Date _____