

**PLAN OF STUDY FORM - 2000/2001****THREE RIVERS COMMUNITY COLLEGE****BUSINESS ADMINISTRATION MANAGEMENT – KB60**

NAME: \_\_\_\_\_

ASSOCIATE IN SCIENCE DEGREE

CREDITS REQUIRED - 63

First \_\_\_\_\_

Last \_\_\_\_\_

STUDENT ID# \_\_\_\_\_

## Advanced Credits:

Transfer Credits \_\_\_\_\_

#CLEP/DANTES \_\_\_\_\_

#Credit by Exam \_\_\_\_\_

#APL Credits \_\_\_\_\_

#Military credits \_\_\_\_\_

Name(s) of transfer college(s) \_\_\_\_\_

# A combined maximum of 30 credits may be used to satisfy degree requirements.

Computer Literacy Requirement met by: \_\_\_\_\_

| <u>DEPT &amp; 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 K112*                                                                                      | Financial Accounting II      | 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 K111                                                                                       | Introduction to Business     | 3              | _____                     | _____                  |
| BUS K211*                                                                                      | Entrepreneurship             | 3              | _____                     | _____                  |
| ECO K111                                                                                       | Macroeconomics               | 3              | _____                     | _____                  |
| ECO K112                                                                                       | Microeconomics               | 3              | _____                     | _____                  |
| ENG K111*                                                                                      | College Composition          | 3              | _____                     | _____                  |
| ENG K221*                                                                                      | Managerial Communication     | 3              | _____                     | _____                  |
| MAT K106*                                                                                      | Business Applications        | 3              | _____                     | _____                  |
| MAT K108*                                                                                      | Mathematics in Today's World | 3              | _____                     | _____                  |
| MGT K111                                                                                       | Principles of Management     | 3              | _____                     | _____                  |
| MGT K113                                                                                       | Business Law I               | 3              | _____                     | _____                  |
| MGT K114*                                                                                      | Business Law II              | 3              | _____                     | _____                  |
| MGT K212                                                                                       | Human Resources Management   | 3              | _____                     | _____                  |
| MGT K213                                                                                       | Labor Relations              | 3              | _____                     | _____                  |
| MRK K111                                                                                       | Principles of Marketing      | 3              | _____                     | _____                  |
| LIBERAL ARTS & SCIENCES ELECTIVE: (Humanities, Social Sciences, Natural Sciences, Mathematics) |                              | 3              | _____                     | _____                  |
| PRACTICUM*                                                                                     |                              | 3              | _____                     | _____                  |

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

**DEVELOPMENTAL COURSES COMPLETED:****PLAN OF STUDY REVIEWED BY:**

Writing Workshop \_\_\_\_\_

Semester/Year \_\_\_\_\_

Advisor \_\_\_\_\_

Date \_\_\_\_\_

Effective Reading \_\_\_\_\_

Semester/Year \_\_\_\_\_

Student \_\_\_\_\_

Date \_\_\_\_\_

Basic Math Skills \_\_\_\_\_

Semester/Year \_\_\_\_\_

**Graduation Audit Completed by:**

Basic Algebra \_\_\_\_\_

Semester/Year \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_