### JEFFERSON COLLEGE

ASSOCIATE OF APPLIED SCIENCE

BUSINESS MANAGEMENT DEGREE PLAN

Effective 2018-2019

<table>
<thead>
<tr>
<th>COURSE TITLES</th>
<th>COURSE NUMBERS</th>
<th>DONE</th>
<th>NOW</th>
<th>NEED</th>
<th>CERT</th>
<th>DEGREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spreadsheet Applications (3)</td>
<td>BIT125</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to Business (3)</td>
<td>BUS101</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principles of Management (3)</td>
<td>BUS120</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Communications (3)</td>
<td>BUS261</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bookkeeping or Financial Accounting (3)</td>
<td>MGT107 or BUS240</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personal Selling (3)</td>
<td>MGT132</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Entrepreneurship (3)</td>
<td>MGT145</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marketing (3)</td>
<td>MGT150</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Internship I (4)</td>
<td>MGT199</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Management (3)</td>
<td>MGT262</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Group I. Communications (3)**

| ENGI01(H)                                      | X    |      |      |      |      |        |

**Group II. Humanities/Communications (3)**

| COM100(H) or COM110                           | X    |      |      |      |      |        |

**Group III. Social/Behavioral Sciences (3)**

| Civics (3)                                     | X    |      |      |      |      |        |

**Group IV. Math and/or Science (3)**

| MGT103*                                        | X    |      |      |      |      |        |

**Group V. Computer Concepts and Applications (3)**

| CIS125*                                        | X    |      |      |      |      |        |

**Group VI. First Year Experience (1-3)**

| COL100*/101*/136*                               | 6 HOURS | 12 HOURS |

**Electives (12) Selected from list below**

**Total Credit Hours:**

35 - 37

65 - 67

**GENERAL EDUCATION & INSTITUTIONAL REQUIREMENTS**

**Group I. Communications 3 hrs.**

ENG101(H) English Comp. I required

**Group II. Humanities/Communications 3 hrs.**

COM100(H) or COM110 required

**Group III. Social/Behavioral Sciences 6 hrs.**

Civics: (3) HST103(H),104(H) or PSC102(H) required
Social/Behavioral Sciences: (3) select one
ECO100,101,102; GEO103; HST103(H),104(H); PSC102(H),155; PSY101(H),205; SOC101(H),115

**Group IV. Math and/or Science 6 hrs.**

MGT103 Business Math (3) required
MTH105*,110*,128*,131,132,134(H),141; BIO101(H), BIO102,109,116,120,205,206,211; CHM101,102,111(H); PHY101,102,105,106,111,223

**Group V. Computer Literacy 3 hrs**

CIS125* required

**Group VI. First Year Experience 1-3 hrs.**

COL100*/101*/136* required

**ELECTIVES: Choose any four below for degrees or any two for certificates.**

To earn a concentration, choose three of the four electives in either Accounting or Marketing.

**Accounting:**

Financial Accounting BUS240
Managerial Accounting BUS241
Cost Accounting BUS245
Payroll Accounting MGT243
QuickBooks MGT245

**Marketing:**

Advertising MGT133
Social Media Marketing MGT230
Marketing Strategies MGT255

**Optional:**

Business Law BUS265
Internship II MGT299
Human Resource Mgt. MGT120
Ethics PHL202
Personal Finance MGT125
Bus and Prof Ethics PHL204

*These courses listed in the General Education and Institutional Requirements are not part of the MOTR CORE 42 general education program, and are not guaranteed to transfer to other institutions.

Revised August 13, 2018