

## Business Administration Diploma (D25120)

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### English Requirements (3 credit hours)

\_\_\_ ENG 111 (3) Expository Writing

Math Placement \_\_\_\_\_

Reading Placement \_\_\_\_\_

Writing Placement \_\_\_\_\_

### Math Requirements (3-4 credit hours)

\_\_\_ \*MAT 110 (3) Math Measurement and Literacy (DMA 010, 020, and 030) **or**

\_\_\_ ☞ \*MAT 143 (3) Quantitative Literacy (recommended) (DMA 010, 020, 030, 040, 050, and DRE 098)

**or**

\_\_\_ ☞ \*MAT 171 (4) Precalculus Algebra (recommended) (Take One Set -

Set 1: DMA 010, 020, 030, 040, 050, 060, 070, and 080 **or** Set 2: DMA 010, 020, 030, 040, 050, and 065 **or** Set 3: MAT 121)

\*Developmental courses/pre-requisites may be waived by placement tests or appropriate transfer credit

☞ Designates a recommended course - \*Signifies courses with a pre-requisite

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### General Education Requirements (3-4 credit hours)

\_\_\_ ACA 115 (1) Success & Study Skills **or**

\_\_\_ ☞ ACA 122 (1) College Transfer Success (recommended)

\_\_\_ ☞ CIS 110 (3) Introduction to Computers (recommended) **or**

\_\_\_ CIS 111 (2) Basic PC Literacy

☞ Designates a recommended course

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### Major Required Courses (31 credit hours)

\_\_\_ \*ACC 120 (4) Principles of Financial Accounting (Take All DMA 010, 020, 030, and DRE 098)

\_\_\_ BUS 115 (3) Business Law I

\_\_\_ \*BUS 121 (3) Business Math (Take All DMA 010, 020, and 030 or appropriate score on placement test)

\_\_\_ BUS 137 (3) Principles of Management

\_\_\_ BUS 152 (3) Human Relations

\_\_\_ BUS 153 (3) Human Resource Management

\_\_\_ BUS 230 (3) Small Business Management

\_\_\_ \*CTS 130 (3) Spreadsheet (CIS 110 or CIS 111 or OST 137)

\_\_\_ ECO 252 (3) Principles of Macroeconomics

\_\_\_ MKT 120 (3) Principles of Marketing

\*Signifies courses with a pre-requisite