

Student ID #: _____

Student: _____

Communications

ENG 1330 English Composition I +* (3) (written)
ENG 1440 Public Speaking * (3) (oral)
ENG 1670 Interpersonal Communications I * (3) (oral)

Human Development

PSY 1130 General Psychology I + (3)
PSY 1160 Applied Psychology * (3)
PSY 1250 Human Growth & Development (3)
SOC 1130 General Sociology (3)
SOC 1540 Introduction to Cultural Anthropology (3)

History/Political Science

HIS 1230 American History I (3)
HIS 1240 American History II (3)
POS 1180 American Political Systems + (3)

Science

BIO 1100 Intro to Bio Science *(3)
BIO 1150 General Biology* (5)
BIO 1430 Environmental Science* (3)
BIO 2112 General Botany* (5)
BIO 2122 General Zoology* (5)
PHS 1040 Consumer Chemistry * (3)
PHS 1200 Introductory Astronomy (3)
PHS 1250 Introductory Chemistry * (5)
PHS 1350 General Chemistry I * (5)
PHS 1400 Earth Science* (5)
PHS 1420 College Physics I (4)
PHS 2230 General Physics I (4)
PHS 2410 Physical Geology (5)
PHS 2420 Earth Science I* (3)

Guidance

GUI 1010 First Year Seminar (1)
GUI 1020 Navigating College (2)

+ Recommended course for transfer students.
* Course has a prerequisite. See MAC Catalog.

ASSOCIATE OF APPLIED SCIENCE Business Management-IT Specialist (Major Code MQ-AP) CIP 52.0101			
SEM/YR	COURSE#	COURSE TITLE	HRS
PROGRAM CORE			
	BUS 2000	Principles of Accounting I	3
	BUS 2050	Principles of Accounting II*	3
	BUS 2100	Fundamentals of Management	3
	BUS 2530	Legal Environment of Business	3
	CIS 1030	Information Technology for Business	3
	CIS 1620	A+ Computer Repair	3
	CIS 1670	Fundamentals of Networking	3
	CIS 1730/CIS 1750	Office Applications OR Microcomputer Applications	2-3
	CIS 1930	Computer Ethics	3
	CIS 2200	Micro Spreadsheet Applications	3
	CIS 2400	Web Page Development	3
	MGT 1590	Personal Finance*	3
	MGT 1710	Human Resources Management	3
	OST 1400	Business Communications I	3
	OST 2200	Intro to Business	3
	MGT 2200	Business Internship *	3
	PAW 1060	Prep for Employment	1
COMMUNICATIONS (6 hrs.) (One written, one oral)			
	ENG 1330	English Composition I*	3
			3
HUMAN DEVELOPMENT (3 hrs.)			
			3
HISTORY/POLITICAL SCIENCE (3 hrs.)			
	HIS 0000	MO Higher Ed Civics Exam	0
			3
MATHEMATICS (3 hrs.)			
	MGT 1800	Business Math	3
SCIENCE (3-5 hrs.)			
			3-5
INSTITUTIONAL REQUIREMENTS			
GUIDANCE (1-2 hrs.) (Required for all freshmen)			
	GUI1010/ GUI1020	First Year Seminar OR Navigating College	1-2
TOTAL HOURS TOWARDS AAS DEGREE (67-71)			

GRADUATION POLICIES:

1. An Application for Graduation form must be filed with the Registrar's Office by the end of the second week of the fall and spring terms and by the end of the first week of the summer term. Contact navigator for assistance.
2. Earn a minimum institutional and cumulative career GPA of 2.0 or higher for graduation.
3. Career and Technical degree candidates (Associate of Applied Science, Associate of Science, and Certificate completers) are required to complete a graduation interview form in the Career Services Office or in MyMAC.
4. Fifteen (15) hours of Mineral Area College credit must be included in the degree.

Signature Required
Acknowledgment of Graduation Policies

Date

GPA: _____

Navigator: _____