



**AAS in Business & Office Administration
(General Business) to BAAS in Business
2017-2018 Catalog**



First Year – Trinity Valley Community College

FIRST SEMESTER	SECOND SEMESTER
POFT 1429 Basic Keyboarding OR POFI 2401 Intermediate Keyboarding	POFI 2301 Word Processing I
ⒸECON 2301 Macroeconomics ⁰⁸⁰	ACCT 2401 Financial Accounting
POFT 1301 Business English	BUSG 1301 Intro to Business
ACNT 1303 Intro to Accounting	BCIS 1305 Business Computer Applications ⁰⁹⁰
ⒸMATH 1332 Contemporary Math I ⁰²⁰	BMGT 1341 Business Ethics

Second Year – Trinity Valley Community College

It's best to apply to TWU a full semester before you plan to transfer. It will help if you submit a copy of this pathway with your application.

FIRST SEMESTER	SECOND SEMESTER
BUSI 2301 Business Law	ACNT 1311 Intro to Computerized Accounting
ⒸENGL 1301 English Composition I ⁰¹⁰	HRPO 2307 Organizational Behavior OR BMGT 1327 Principles of Management
ACCT 2402 Managerial Accounting	BUSG 1366 Business and Office Practicum OR POFT 2312 Business Communications
BMGT 1325 Office Management	ⒸLanguage, Philosophy & Culture ^{040*}
ⒸSPCH 1321 Business & Professional Speech ⁰⁹⁰	

AAS: Business & Office Administration - General Business

You will need to apply for the associate's degree at your community college. Contact your advisor there for more information.

Third Year – Texas Woman's University

FIRST SEMESTER	SECOND SEMESTER
ⒸENGL 1023 Composition II ⁰¹⁰ (ENGL 1302)	ⒸCreative Arts ^{050*}
ⒸGOV 2013 U.S. Government ⁰⁷⁰ (GOVT 2305)	ⒸGOV 2023 Texas Government ⁰⁷⁰ (GOVT 2306)
ⒸHIST 1013 U.S. History I ⁰⁶⁰ (HIST 1301)	ⒸHIST 1023 U.S. History II ⁰⁶⁰ (HIST 1302)
ⒸLife & Physical Science ^{030*}	ⒸLife & Physical Science ^{030*}
BUS 3003 Principles of Management	ⒸBUS 3393 Law for Women ⁰⁹⁰

Fourth Year – Texas Woman's University

FIRST SEMESTER	SECOND SEMESTER
BUS 3273 Human Resource Management	BUS 4223 Human Behavior in Business Admin
BUS 3513 Professional Presentation Strategies	BUS 3243 Entrepreneurship
BUS 3113 Principles of Marketing	BUS 4903 ST: Finance for Small Business
BUS 3163 Business Communications	BUS 4903 ST: Info Systems/Data
BUS 3183 International Business ^{GP}	BUS 4343 Business Leadership Strategies

This is not an official degree plan. Check with an advisor; degree plans may change in later catalogs.

Part-time students may also follow this sequence. Developmental coursework may be required.

* You may take a different course to meet this requirement. A specific list is available from your advisor.

Ⓒ This course counts for the Core Curriculum at any public college or university in Texas.

() Course numbers shown in parentheses are equivalent to these courses at TWU.

GP-course satisfies 3 hr. global perspectives graduation requirement

*For questions about the TWU portion of this guided pathway,
Contact the School of Management Advising at 940 898-2957 and/or som@twu.edu*