



AAS in Business and Office Administration – General Business to BAAS



Guided Pathway Effective for the 2016-2017 Catalog

First Year – Trinity Valley Community College

FIRST SEMESTER	SECOND SEMESTER
POFT 1429 - Basic 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
ⒸMATH 1332 - Contemporary Math I (090)	BMGT 1341 - Business Ethics

Second Year – Trinity Valley Community College

It is best to apply to UT Tyler 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 *
ACCT 2402 - Managerial Accounting	BUSG 1366 - Business and Office Practicum *
BMGT 1325 - Office Management	ⒸENGL 2322 - British Literature I * (040)
ⒸSPCH 1321 - Business & Professional Speech (090)	ⒸENGL 1302 - Composition II(recommended to take during the summer towards BAAS, not required for AAS completion) * (010)

AAS: Business and 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 – University of Texas at Tyler

FIRST SEMESTER	SECOND SEMESTER
ⒸHIST 1301 - United States History I	ⒸHIST 1302 - United States History II
ⒸPOLS 2305 - Introductory American Government	ⒸPOLS 2306 - Introductory Texas Politics
ⒸCHEM 1330 - Culinary Chemistry *	ⒸALHS 1315 - Introduction to Nutrition *
UNIV 3331 - Creativity and Innovation	UNIV 3332 - Workplace Applications
XXXX XXXX - Upper Division Elective	XXXX XXXX - Upper Division Elective
	ⒸART 1306 – Art and Film (recommended for completion in the Summer) *
	ⒸPHYS 1303 – Introduction to Astronomy (recommended for completion in the Summer) *

Fourth Year – University of Texas at Tyler

FIRST SEMESTER	SECOND SEMESTER
UNIV 3333 - Cultural Competence	UNIV 3334 - Professional Ethics
UNIV 3335 - Leadership Principles	UNIV 3336 - Professional Portfolio Project
XXXX XXXX - Upper Division Elective	UNIV 3330 - Digital Citizenship and Information Literacy
XXXX XXXX - Upper Division Elective	XXXX XXXX - Upper Division Elective
XXXX XXXX - Upper Division Elective	XXXX XXXX - Upper Division Elective

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 UT Tyler.

*For questions about the University portion of this guided pathway,
Contact the University College Academic Advising Office at (903) 565-5785 or baas@uttyler.edu.*