



# Business Technology - Associate in Applied Science

## Degree Requirements Checklist

2017-18

<p>6 hrs.</p> <p>9 hrs.</p> <p>3 hrs.</p> <p>1 hr.</p> <p>19 hrs.</p>	<p><b>GENERAL EDUCATION REQUIREMENTS</b></p> <p>Social Sciences</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> GOV 1113 American National Government</li> <li><input type="checkbox"/> HIST 1483 American History Survey to 1877 <b>or</b></li> <li><input type="checkbox"/> HIST 1493 American History Survey since 1877</li> </ul> <hr/> <p>Language Arts</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ENG 1113 Principles of English Composition I</li> <li><input type="checkbox"/> ENG 1213 Principles of English Composition II <b>or</b></li> <li><input type="checkbox"/> ENG 1313 Technical Report Writing</li> <li><input type="checkbox"/> SPCH 1143 Speech</li> </ul> <hr/> <p>Mathematics</p> <p><i>Select one of the following:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> MATH 1413 Quantitative Reasoning</li> </ul> <hr/> <p>First-Year Success</p> <p>Required during first semester</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> SOC 1101 Freshman Seminar (or STSC 1002)</li> </ul> <hr/> <p><b>TOTAL REQUIRED GENERAL EDUCATION HOURS</b></p>	<p>3 hrs.</p> <p>15 hrs.</p> <p>24 hrs.</p> <p>24 hrs.</p> <p>24 hrs.</p> <p>24 hrs.</p> <p>42 hrs.</p> <p>61 hrs.</p>	<p><b>TECHNICAL OCCUPATIONAL SUPPORT REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> BA 2423 Business Ethics</li> </ul> <hr/> <p><b>TECHNICAL OCCUPATIONAL SPECIALTY CORE REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ACCT 1413 Introduction to Accounting</li> <li><input type="checkbox"/> BA 2123 Small Business Management</li> <li><input type="checkbox"/> BA 2133 Human Relations</li> <li><input type="checkbox"/> BA 2233 Business Communications</li> <li><input type="checkbox"/> CAP 1103 Introduction to Microsoft Office</li> </ul> <hr/> <p><b>TECHNICAL OCCUPATIONAL SPECIALTY OPTION REQUIREMENTS</b></p> <p><i>Select one of the following options:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Accounting Option</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> ACCT 2033 Financial Accounting</li> <li><input type="checkbox"/> ACCT 2123 Managerial Accounting</li> <li><input type="checkbox"/> ACCT 2143 QuickBooks</li> <li><input type="checkbox"/> ACCT 2233 Payroll Tax Accounting</li> <li><input type="checkbox"/> BA 2243 Personal Finance</li> <li><input type="checkbox"/> CAP 2103 Advanced Microsoft Word</li> <li><input type="checkbox"/> CAP 2163 Desktop Publishing</li> <li><input type="checkbox"/> CAP 2643 Advanced Microsoft Excel</li> </ul> </li> <li><input type="checkbox"/> <b>Administration Option</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> BA 2113 Macroeconomics</li> <li><input type="checkbox"/> BA 2213 Microeconomics</li> <li><input type="checkbox"/> BA 2513 Marketing</li> <li><input type="checkbox"/> BA 2403 Business Management</li> <li><input type="checkbox"/> BA 2243 Personal Finance</li> <li><input type="checkbox"/> CAP 2103 Advanced Microsoft Word</li> <li><input type="checkbox"/> CAP 2163 Desktop Publishing</li> <li><input type="checkbox"/> CAP 2643 Advanced Microsoft Excel</li> </ul> </li> <li><input type="checkbox"/> <b>Office Information Technology Option</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> ACCT 2143 Quickbooks</li> <li><input type="checkbox"/> ACCT 2233 Payroll Tax Accounting</li> <li><input type="checkbox"/> BA 1003 College Keyboarding</li> <li><input type="checkbox"/> BA 1733 Business Mathematics</li> <li><input type="checkbox"/> CAP 2103 Advanced Microsoft Word</li> <li><input type="checkbox"/> CAP 2163 Desktop Publishing</li> <li><input type="checkbox"/> CAP 2643 Advanced Microsoft Access</li> <li><input type="checkbox"/> CAP 2643 Advanced Microsoft Excel</li> </ul> </li> </ul> <hr/> <p><b>TOTAL REQUIRED MAJOR FIELD HOURS</b></p> <hr/> <p><b>TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE</b></p>
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**Seminole State College**  
Degree Requirements and Catalog Agreement

STUDENT NAME: \_\_\_\_\_

ID#: \_\_\_\_\_

The Seminole State College Catalog outlines the academic procedures, course offerings, and degree and certificate programs offered by the institution. A student must follow the degree or certificate plan in the catalog that is current as of the student's first semester of enrollment (full- or part-time). Students who fail to attend for two successive semesters (fall/spring or spring/fall) will be required to use the catalog in place during the semester of re-entry. Enrollment in summer sessions do not affect catalog determinations. Although students must consult regularly with their assigned SSC advisor to prepare an academic plan for graduation, each student is solely responsible for meeting the requirements of his or her degree or certificate program.

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Student Signature

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Date

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Advisor Signature

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Date

COMMENTS:

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**Requirements for Graduation:**

1. Complete the designated courses and the number of semester credit hours required for the degree.
2. Grade Point Average of 2.0 or better.
3. Fifteen semester credit hours in residence at SSC.
4. Completion of Graduate Exit Survey.