

# GENERAL BUSINESS 2022-23 DEGREE PLAN

**Associate of Applied Science: 60 Credits**  
**Accounting Technical Certificate: 26 Credits**  
**Management Technical Certificate: 23 Credits**

**Accounting & Management Certificates of Proficiency: 11 Credits Each**

TERM	DEVELOPMENTAL READING/ENGLISH (if needed)	HOURS
	GSTD0103 College Reading	3
	GSTD0243 Essential English	3
	GSTD0201 Composition I Lab	1

TERM	DEVELOPMENTAL MATHEMATICS (if needed)	HOURS
	GSTD0383 Pre-Algebra	3

TERM	SEMESTER 1	HOURS
	SPD1002 Success Strategies	2
	BUS1003 Microcomputer Applications	3
	ACCT2113 Accounting I	3
	BUS1113 Business Math	3
	ENGL1113 Composition I	3
	<b>TOTAL SEMESTER 1</b>	<b>14</b>

TERM	SEMESTER 2	HOURS
	BUS1313 Introduction to Business	3
	BUS1503 Human Relations & Supervision	3
	MNG2623 Marketing	3
	ENGL1123 Composition II	3
	MNG 2313 Principles of Management	3
	<b>TOTAL SEMESTER 2</b>	<b>15</b>

TERM	SEMESTER 3	HOURS
	ACCT2143 Computer Applications for Accounting	3
	ECON2003 Macroeconomics	3
	SPCH1113 Principles of Speech	3
	ACCT2123 Accounting Principles II	3
	BUS2023 Business Communications	3
	<b>TOTAL SEMESTER 3</b>	<b>15</b>

TERM	SEMESTER 4	HOURS
	BUS2103 Business Law	
	MNG2813 Small Business Management	3
	ECON 2103 Microeconomics	3
	BUS2013 Spreadsheets	3
	BUS 2063 Business Capstone	3
	SPD1011 Career Seminar	1
	<b>TOTAL SEMESTER 4</b>	<b>16</b>

TERM	TECHNICAL CERTIFICATE - ACCOUNTING	HOURS
	SPD 1002 Success Strategies	2
	ENGL 1113 Composition I	3
	BUS 1003 Microcomputer Applications	3
	BUS 1313 Introduction to Business	3
	ACCT 2113 Accounting I	3
	BUS 1113 Business Math	3
	BUS 1503 Human Relations & Supervision	3
	BUS 2023 Business Communications	3
	ACCT 2143 Computer Applications for Accounting	3
	<b>TECHNICAL CERTIFICATE - ACCOUNTING</b>	<b>26</b>

TERM	CERTIFICATE OF PROFICIENCY - ACCOUNTING	HOURS
	SPD 1002 Success Strategies	2
	BUS 1003 Microcomputer Applications	3
	ACCT 2113 Accounting I	3
	BUS 1113 Business Math	3
	<b>CERTIFICATE OF PROFICIENCY - ACCOUNTING</b>	<b>11</b>

TERM	TECHNICAL CERTIFICATE – BUSINESS MANAGEMENT	HOURS
	SPD 1002 Success Strategies	2
	ENGL 1113 Composition I	3
	BUS 1003 Microcomputer Applications	3
	BUS 1313 Introduction to Business	3
	BUS 1113 Business Math	3
	BUS 1503 Human Relations & Supervision	3
	MNG 2313 Principles of Management	3
	MNG 2623 Marketing	3
	<b>TECHNICAL CERTIFICATE – BUSINESS MANAGEMENT</b>	<b>23</b>

TERM	CERTIFICATE OF PROFICIENCY – BUSINESS MANAGEMENT	HOURS
	SPD 1002 Success Strategies	2
	BUS 1503 Human Relations & Supervision	3
	MNG 2313 Principles of Management	3
	MNG 2623 Marketing	3
	<b>CERTIFICATE OF PROFICIENCY – BUSINESS MANAGEMENT</b>	<b>11</b>

**PROGRAM INFORMATION:** This program is designed for students to earn the Certificate of Proficiency in Accounting after semester one, the Certificate of Proficiency and Technical Certificate in Business Management after semester two, the Technical Certificates in Accounting after semester three and the Associate of Applied Science in General Business after semester four. Some courses have minimum score and/or prerequisite requirements prior to enrollment.

**CAREER OPTIONS:** The Certificate of Proficiency and the Technical Certificate in Accounting are embedded into the Associate of Applied Science in General Business. The Certificate of Proficiency provides students with a basic knowledge of Accounting. The Technical Certificate in Accounting provides students with entry level bookkeeping skills. Students completing the certificate will have a working knowledge of the elementary accounting cycle and how to keep a set of books using a computer. The Certificate of Proficiency and Technical Certificate in Management, which is embedded into the Associate of Applied Science in General Business, provides students with entry level management skills. Students completing the Certificate of Proficiency will have a basic knowledge of general management. Students completing the Technical Certificate will have a working knowledge of management concepts and practices and graduates will be ready for immediate employment. The Associate of Applied Science in General Business is designed for students who seek occupational, technical, and vocational skills primarily for employment or advancement.

**TRANSFER OPTIONS: Associate of Applied Science degrees are NOT designed for transfer.**

- Franklin University to complete a Bachelor of Science.
- Arkansas Tech University (ATU) to complete a Bachelor of Professional Studies.