

# 2010-2011 BT - Business Technology

Last Name	First Name	Student T#	Date
SGASTDN: ____ Grad App ____	Requirements met? Yes No	TC Term _____	Degree GPA
SHATERM: ____ SHADIPL ____	Sub/Waive form? Yes No	Grad date _____	Honors (Circle applicable)
SHADEGR: NA CM RE PN AP	Total earned hours _____	AAS Term _____	CUM MAGNA SUMMA
		Grad date _____	

	Course#	Title	Offered	Grade	Term	Sub Course #	Sub Inst
Technical Certificate Requirements	BUS 0903	Keyboarding (TC Only)					
	BUS 1003 or ENGL 0303/1013	Bus. English or Found Comp/Comp I	F,S,S1				
	BUS 1023 or MATH 0803/higher	Bus. Math or Beg. Alg. or higher					
	BUS 1073	Accounting					
	BUS 1303	Intro to Computers					
	BUS 1013	Word Processing I					
	BUS 1033	Admin. Support Procedures					
	BUS 1043	Professional Communication					
	BUS 1053	Spreadsheets					
	BUS 2113	Word Processing II					
	BUS 2123	Computer Apps/Accounting					
	BUS 2133	Multimedia					
Add'l AAS Requirements	BUS 1303 or COMS 1003	Intro to Computers or Intro/Comp- Based Systems	All				
	ENGL 1013	Composition I <i>Must pass with a "C" or better</i>	All				
	ENGL 1023	Composition II <i>Must pass with a "C" or better</i>	All				
	MATH 0903	Inter. Algebra or higher Math <i>Must pass with a "C" or better</i>	All				
		Social Science elective	All				
	BUS 1063	Legal Environment/Business	Sum I				
	BUS 1083	Intro to Economics					
	BUS 2143	Intro to Management					
	BUS 2153	Database Management	Fall				
	BUS 2163	Desktop Publishing	Spring				
BUS 2993	Special Topics/Business	Spring					
INT 2903	Internship <i>or approved elective</i>	Spring					

Pre-College Remediation (if required by -COMPASS, ACTE, or SAT scores)

Remediation	Course#	Title	Requirements	Enter Score			
	MATH 0803	Beginning Algebra	If ACTE $\leq 16$ or <i>Must pass with a "C" or better</i> COMPASS $\leq 28$	Enter Score			
	READ 0103	College Reading	If ACTE $\leq 18$ or <i>Must pass with a "C" or better</i> COMPASS $\leq 81$	Enter Score			
	ENGL 0303	Foundational Composition	If ACTE $\leq 18$ <i>Must pass with a "C" or better</i> or COMPASS $\leq 74$	Enter Score			