Requirements for the Associate in Applied Science Applied Technology Degree

Business Services Option
Division of Business

Eastern Oklahoma State College

Student Name:	Date:
Academic Advisor:	

Minimum Total Hours.....60
Minimum Grade Point Average.....2.00

General Education Requirements 18
(Check Catalog Course Descriptions for prerequisites)*

Orientation 1	Semester	Course Substitution
OLS 1111 Orientation		
Behavioral and Social Sciences..... 6	Semester	Course Substitution
POLSC 1113 American Federal Government		
*Take **One** of the following courses:*		
HIST 1483 American History to 1877		
HIST 1493 American History since 1877		
Communication…… 6	Semester	Course Substitution
ENGL 1113 Freshman Composition I		
ENGL 1213 Freshman Composition II*		
Other General Education ..... 6 *Courses from the General Education category not already taken above*	Semester	Course Substitution
Technical Block Credit……. 15	Semester	Course Substitution
Technical block credit of 15 credits is transferred for completion of ***all*** the following industry-recognized certifications:		
MOS Excel		
Retail Management Certification		
Internet and Computing Core Certifications (IC3)		
MOS Word		

Technical Support Courses..... 27

Courses can be chosen from those below:	Semester	Course Substitution

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ACCT 1113 Basic Bookkeeping		
ACCT 2103 Financial Accounting		
ACCT 2203 Managerial Accounting*		
CIS 1533 Spreadsheets		
BUSAD 1123 Intro to Business		
BUSAD 2123 Business Communications		
BUSAD 1133 Human Relations		
MGT 2113 Principles of Management		
MKT 2333 Marketing		
ECON 2113 Macroeconomics		
MATH 1523 Functions and Modeling		
SPCH 1113 Fundamentals of Speech		
BUSAD 2991, 2992, 2993 Special Topics		