

STUDENT NAME \_\_\_\_\_ DATE \_\_\_\_\_

## Degree Planning Worksheet

# ASSOCIATE OF ARTS: BUSINESS AND MANAGEMENT

This worksheet is designed to help you plan and track your progress toward your degree. It lists all of the graduation requirements in the recommended sequence. For full course descriptions, please refer to the 2007-08 *Catalog*.

**SEQUENCE**

*Courses are listed in the order in which students should take them.  
Changes in courses and order may affect other elements of the degree plan.*

**COURSE  
TAKEN OR  
TRANSFERRED**
**TERM TAKEN**

*Recommendations will differ for specific majors. Refer to catalog for alternatives to recommended general education requirements (GERs). Courses used for GERs may not be used toward core or curriculum-related requirements.*

**FIRST COURSES (10 credits) Take within first 18 credits.**

**Take placement exams before registering for English and math courses.**

LIBS 150 (1) <i>Required GER course</i>		
WRTG 101 (3) <i>Required GER course</i>		
MATH 107 or higher (3) <i>Required GER course</i>		
◆ BMGT 110 (3) <i>Required core course if no prior business experience. Required for B.S. Business Administration major.</i>		
<b>INTRODUCTORY COURSES (19 credits) Take within first 30 credits.</b>		
ECON 201 (3) <i>Recommended behavioral/social science GER course (required for B.S. in Business Administration)</i>		
Both BIOL 101 <i>and</i> BIOL 102 or BIOL 103 (4) <i>Or other biological/physical science GER course with related lab</i>		
WRTG 291 (3) <i>Or other writing GER course</i>		
◆ IFSM 201 or (3) <i>Required computing course</i>		
◆ ACCT 220 (3) <i>Or other core course: ACCT 221; ECON 201, 203; STAT 230 or 200</i>		
PHIL 140 or foreign language course (3) <i>Or other arts/humanities GER course</i>		
<b>ADDITIONAL REQUIRED COURSES FOR THE AA DEGREE (27 credits) Take after first and introductory courses.</b>		
◆ STAT 200 or STAT 230 (3) <i>Or other core course</i>		
PSYC 100 or SOCY 100 (3) <i>Or other second behavioral/social science GER course (discipline must differ from first)</i>		
◆ ACCT 221 (3) <i>Or other core course</i>		
NSCI 100 or ASTR 100 (3) <i>Or other 3-credit biological/physical science GER course</i>		
◆ ECON 203 (3) <i>Or other core course</i>		

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SEQUENCE	COURSE TAKEN	TERM TAKEN
<b>ADDITIONAL REQUIRED COURSES, continued</b>		
HIST 142 or HIST 157 (3) <i>Or other arts/humanities GER course (discipline must differ from first)</i>		
SPCH 100 (3) <i>Or other writing or speech GER course</i>		
◆ BMGT 364 or any Management-related course (3) Any ACCT, BMGT, CMIS, ECON, IFSM, MGST, 3-credit CMST; GVPT 210; HRMN 300; MRKT 310; PSYC 321, 361; or SOCY 461.		
◆ HRMN 300 or any Management-related course (3)		
<b>ELECTIVES (4 credits) Complete in last 30 hours along with curriculum courses.</b>		
Electives should be selected based on BA/BS plans or personal/professional interests. See a UMUC academic advisor for recommendations if you are planning to pursue a baccalaureate degree.  Strongly recommend courses applicable to the B.S. in business administration.		
<b>TOTAL: 60 CREDITS</b>		
<b>CHECKLIST FOR FULFILLMENT OF DEGREE REQUIREMENTS See catalog for overview of all requirements.</b>		
<input type="checkbox"/> 15 credits at UMUC. <input type="checkbox"/> All General Education Requirements.		
<input type="checkbox"/> All required courses <u>and</u> minimum number of credits for degree. <input type="checkbox"/> Overall GPA of at least 2.0.		
<input type="checkbox"/> Prerequisites for all courses, if needed. <input type="checkbox"/> Total 60 credits.		