

University of Arkansas Hope – Texarkana
AAS BUSINESS ADMINISTRATION/TC&CP IN GENERAL BUSINESS
2023-2024 Catalog

Associate of Applied Science Technical Certificate Certificate of Proficiency General Business

Student's Last Name:		Student's First Name:			Student ID#:	
Assigned Advisor: Advisor who enrolled student:		Date Originated:			Revision Date:	
These courses fulfill remediation requirements only and are mandated by placement test results or multiple measures. Any degree seeking student who is required to take an academic skills course must also take EDGE 1003 College Life Skills. _____				Placement scores/comments: _____		
REQUIREMENTS	Course Offerings	CrHr	Grade	Sem/Yr Enrolled	Notes	ACTS Index Number*
ACCT 2103 Principles of Accounting I	FALL/SPRING	3				ACCT2003
BUSS1203 Introduction to Business	FALL/SPRING	3				BUS1013
CISS 1013 Introduction to Computers	FALL/SPRING	3				CPSI1003
ENGL 1013 Composition I	FALL/SPRING	3				ENGL1013
Certificate of Proficiency in General Business Total Hours		12	Date CP in Gen Business submitted to Registrar:			
ACCT 2113 Principles of Accounting II	SPRING	3				ACCT2013
BUSS 1213 Business Communications	SPRING	3				BUS2013
BUSS2203 Business Law	FALL	3				BLAW2003
BUSS2353 Introduction to Management	FALL	3				
CISS1353 Electronic Spreadsheet	SPRING	3				
ECON2103 Microeconomics	FALL/SPRING	3				ECON2203
Technical Certificate in General Business Total Hours		30	Date TC in Gen Business submitted to Registrar:			
ACCT2203 Payroll Accounting	FALL	3				
BUSS1363 Introduction to Marketing	SPRING	3				
BUSS2103 Human Resource Management	SPRING	3				
BUSS2223 Entrepreneurial Leadership	SPRING	3				
BUSS 2303 Personal Finance	FALL	3				
BUSS 1233 Professionalism in the Workplace	FALL	3				
ECON2003 Macroeconomics	FALL/SPRING	3				ECON2103
MATH1053 College Algebra <i>or</i> MATH1153 Quantitative Literacy	FALL/SPRING	3				MATH1103 MATH1113
ENGL1023 Composition II <i>or</i> ENGL2253 Technical Writing	FALL/SPRING SPRING	3				ENGL1023 ENGL2023
Social Science Elective	FALL/SPRING	3				
AAS Business Administration Total Hours		60	Date AAS in Business Admin submitted to Registrar:			

This program is designed to train students to go directly into the workforce. This program is not designed for transfer. Students interested in transferring into a bachelor's degree in Business, should seek the AS Business or AS Business Studies program. Students should check their chosen program's description in the current catalog for possible prerequisite courses. These are courses that they are required to complete before enrolling in the next course in the progression.

Sample Accounting Sequence: FALL-Accounting I > SPRING-Accounting II > FALL-Payroll Accounting

No Certificate of Proficiency degree is eligible for Federal Financial Aid. Federal Financial Aid pays for courses of students pursuing Technical Certificate and/or higher degree.

[ARKANSAS COURSE TRANSFER SYSTEM \(ACTS\)](#)

The Arkansas Course Transfer System (ACTS) contains information about the transferability of courses within Arkansas public colleges and universities. Courses not having an ACTS number may also transfer. Please consult the receiving institution for complete transfer information.

Student's Signature:
Advisor's Signature:

Date:
Date: