

**ARKANSAS STATE UNIVERSITY-NEWPORT**  
 ASSOCIATE OF APPLIED SCIENCE  
 Business Technology

**A. Possible Prerequisites:**

<b>Course #</b>	<b>Course Title</b>
ENG 0051	Writing Seminar
ENG 0053	English Fundamentals

**B. General Education Core: (15 credit hours)**

<b>Course #</b>	<b>Course Title</b>		<b>Hours</b>	<b>Semester</b>	<b>Grade</b>	<b>Transfer (Univ. / year)</b>
ENG 1203	Workplace Essentials		_____	_____	_____	_____
ENG 1003	Composition I		_____	_____	_____	_____
MATH 1013	Mathematical Applications		_____	_____	_____	_____
MIS 1033	Introduction to Computers	<b>OR</b>	_____	_____	_____	_____
MIS 1443	Technical Computers		_____	_____	_____	_____
PSY 1013	Human Relations	<b>OR</b>	_____	_____	_____	_____
PSY 2013	Intro to Psychology	<b>OR</b>	_____	_____	_____	_____
SOC 2213	Principles of Sociology		_____	_____	_____	_____

**C. Business Technical Discipline: (30 credit hours)**

<b>Course #</b>	<b>Course Title</b>		<b>Hours</b>	<b>Semester</b>	<b>Grade</b>	<b>Transfer (Univ. / year)</b>
ACCT 2003	Principles of Accounting I		_____	_____	_____	_____
BSYS 1213	Basic Word Processing Applications I	<b>OR</b>	_____	_____	_____	_____
BSYS 2413	Word Processing I		_____	_____	_____	_____
LAW 2023	Legal Environment of Business		_____	_____	_____	_____
MGMT 2003	Introduction to Management		_____	_____	_____	_____
MIS 1503	Microcomputer Applications		_____	_____	_____	_____
ECON 2323	Principles of Microeconomics		_____	_____	_____	_____
ECON 2313	Principles of Macroeconomics		_____	_____	_____	_____
MKTG 1013	Introduction to Business		_____	_____	_____	_____
BSYS 2563	Business Communications		_____	_____	_____	_____
MIS 1373	Database Management	<b>OR</b>	_____	_____	_____	_____
MIS 2403	Introduction to Database Management		_____	_____	_____	_____

**Support Courses: Choose five courses from below: (15 credit hours)**

<b>Course #</b>	<b>Course Title</b>		<b>Hours</b>	<b>Semester</b>	<b>Grade</b>	<b>Transfer (Univ. / year)</b>
ACCT 2013	Principles of Accounting II		_____	_____	_____	_____
BSYS 2533	Internet, Intranet, & Email App for Business		_____	_____	_____	_____
BSYS 2583	Spreadsheet for Managerial Decisions		_____	_____	_____	_____
MGMT 2043	Supervisory Management		_____	_____	_____	_____
MIS 2013	Web Page Design		_____	_____	_____	_____
BSYS 1383	Spreadsheet Applications		_____	_____	_____	_____
BSYS 1563	Administrative Support Procedures		_____	_____	_____	_____
BSYS 2553	Business Machines		_____	_____	_____	_____
MIS 2813	Desktop Publishing Applications		_____	_____	_____	_____
BSYS 1223	Basic Word Processing Applications II		_____	_____	_____	_____
BSYS 2523	Machine Transcription		_____	_____	_____	_____
MIS 1323	Integrated Business Projects		_____	_____	_____	_____
MIS 1413	Multimedia Applications		_____	_____	_____	_____
BSYS 2143	Intro to Entrepreneurship		_____	_____	_____	_____
ACCT 2043	Computer Applications for Accounting		_____	_____	_____	_____

**Total credit hours** \_\_\_\_\_

**Minimum Required Credit Hours (60)**

Student's Signature \_\_\_\_\_

Date: \_\_\_\_\_

Advisor's Signature \_\_\_\_\_

Date: \_\_\_\_\_

Date Certificate Completed: \_\_\_\_\_