

Diploma

Organizational Leadership



Name	Empl. ID	Date Entered	Date Grad

GENERAL EDUCATION	Credit	Res	Tr	Notes
ENG 101 Writing I OR COM 181 Basic Public Speaking OR COM 252 Introduction to Interpersonal Communication	3			
ECO 101 Contemporary Economics OR ECO 201 Principles of Microeconomics OR ECO 202 Principles of Macroeconomics	3			
General Education Subtotal	6			

REQUIRED TECHNICAL COURSES	Credit	Res	Tr	Notes
ACC 201 Financial Accounting	3			
BAS 160 Introduction to Business	3			
BAS 283 Principles of Management OR MGT 283 Principles of Management	3			Prereq: BAS 160 or instructor consent
BAS 284 Applied Management Skills	3			Prereq: BAS 160 & BAS 283 or prior supervisory experience
BAS 287 Supervisory Management	3			
BAS 288 Personal and Organizational Leadership	3			
BAS 280 Business Internship OR COE 199 Cooperative Education	1-4			
CIT 105 Introduction to Computers OR OST 105 Introduction to Information Systems	3			
Required Technical Courses Subtotal	22-25			

Choose a total of 11-12 hours from the following Approved Technical Courses*	Credit	Res	Tr	Notes
ACC 202 Managerial Accounting	3			Prereq: ACC 201
BAS 110 Worksheets in Business Applications OR CIT 130 Productivity Software OR OST 240 Business Communications Technology	3			BAS 110 and CIT 130 prereq: CIT 105 OST 240 prereq: ENG 101 or (OST 108 & OST 110)
BAS 212 Introduction to Financial Management	3			Prereq: MAT 105 or instructor consent
BAS 260 Professional Development and Protocol	2			
BAS 267 Introduction to Business Law	3			
BAS 274 Human Resource Management	3			Prereq: BAS 160 & BAS 283 or instructor consent
BAS 282 Principles of Marketing OR MKT 282 Principles of Marketing	3			Prereq: BAS 160 or instructor consent
BAS 290 Management, Ethics & Society	3			Prereq: BAS 283 or instructor consent
OST 275 Office Management	3			
Quantitative Reasoning course	3			
Approved Technical Courses Subtotal	11-12			
Total Diploma Credits	39-43			

*Students may select other courses approved by the Business Administration Program Coordinator.

June 2019