

Diploma

Small Business Management



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
CIT 105 Introduction to Computers OR OST 105 Introduction to Information Systems	3			
BAS 160 Introduction to Business OR BAS 170 Entrepreneurship	3			
BAS 200 Small Business Management	3			
BAS 212 Introduction to Financial Management OR Quantitative Reasoning Course (MAT 105, MAT 150, or higher)	3			Prereq: MAT 105 or instructor consent
BAS 267 Business Law	3			
BAS 282 Principles of Marketing OR MKT 282 Principles of Marketing	3			Prereq: BAS 160 or instructor consent
BAS 283 Principles of Management OR MGT 283 Principles of Management	3			Prereq: BAS 160 or instructor consent
ACC 201 Financial Accounting OR ACT 177 Entrepreneurial Accounting	3			
BAS 280 Business Internship OR COE 199 Cooperative Education	1-4			
Required Technical Course Subtotal	25-28			

Choose six hours from the following Approved Technical Courses (or other courses as approved by program coordinator):	Credit	Res	Tr	Notes
ACC 202 Managerial Accounting	3			Prereq: ACC 201
ACT 196 Payroll Accounting	3			
BAS 110 Worksheets in Business Applications OR CIS 130 Microcomputer Applications OR OST 240 Software Integration	3			Prereq: CIT 105 OR OST 105
BAS 201 Customer Service Improvement Skills	3			
BAS 212 Introduction to Financial Management*	3			Prereq: MAT 105 or instructor consent
BAS 170 Entrepreneurship*	3			
BAS 274 Human Resource Management	3			
BAS 284 Applied Management Skills	3			Prereq: BAS 160 & BAS 283 or prior supervisory experience
BAS 287 Supervisory Management	3			

Choose six hours from the following Approved Technical Courses (or other courses as approved by program coordinator):	Credit	Res	Tr	Notes
BAS 288 Personal and Organizational Leadership	3			
BAS 290 Management, Ethics and Society	3			Prereq: BAS 283 or instructor consent
Approved Technical Courses Subtotal:	6			
Total Diploma Credits:	37-40			

*Not allowed as an Approved Technical Course if course has been taken as a required course.

June 2019