Student Name | ID Number

ASSOCIATE OF APPLIED SCIENCE
BOOKKEEPING
2009 - 2010

GENERAL EDUCATION CORE	REQ	COMP	NEED
SKILLS COMPONENT			
COMM 101 Principles of Speech **OR**	3		
COMM 202 Interpersonal Comm			
ENGL 101 College Writing	3		
MTHPT 130 Math for Business Analysis	4*		
TOTAL	6		
DISTRIBUTIVE COMPONENT			
HRPT 184 Diversity in Organizations **OR**	3		
HRPT 185 Human Relations in Organizations			
…and one course from the following			
ANTH 102, 120, 170	3		
ART 100			
BIOL 100, 102, 120, 175, 252			
CHEM 102, 105, 111			
ECON 101, 102, 201, 202			
ENGL 150, 257, 258			
FSCI 101			
GEOL 100, 120			
HIST 101, 102, 111, 112			
HUM 101, 150, 301			
MUS 101			
NS 150, 171/172			
PHIL 120			
PHYS 111, 205, 211			
POLS 101, 285			
SOC 101, 102			
SS 150, 184, 185			
THEA 101			
TOTAL	16		

PROGRAM REQUIREMENTS		REQ	COMP	NEED
ACCPT 101	Basic Accounting I	3		
ACCPT 102	Basic Accounting II	3		
ACCPT 105	Payroll Accounting	3		
ACCPT 214	Computerized Accounting	3		
ACCPT 222	Integrated Accounting	3		
ACCPT 231	Principles of Accounting I	3		
ACCPT 232	Principles of Accounting II	3		
CITPT 102	Computerized Ten-key	1		
CITPT 110	Business Computer Skills	3		
CITPT 212	Spreadsheets & Databases	3		
GNBPT 122	Business English	3		
GNBPT 202	Prof Math Applications	3		
GNBPT 222	Proofreading	3		
GNBPT 245	Business Writing	3		
LAWPT 265	Business Law	3		
MGTPT 205	Small Business Mgmt	3		
MGTPT 211	Credit Management	3		
OFFPT 233	Office Procedures	3		
WRPPT 200	Word Processing	3		
	TOTAL	55		

SUMMARY			
GENERAL EDUCATION	16		
PROGRAM REQUIREMENTS	55		
TOTAL	71		

16 Resident Credit (LCSC):

NOTES, SUBSTITUTIONS & WAIVERS

Division Chair **Date**

Advisor **Date**

*Professional/Technical AAS degrees require a minimum of 16 credits of general education core. If a student transfers in less than 4 credits of math, s/he may be required to complete an additional general education core course to reach the required 16 credits.