Student Name______________________________ **SSN**________________________ **Advisor**______________

2009-2010

ARKANSAS STATE UNIVERSITY – NEWPORT
ASUTC-MARKED TREE
ASSOCIATE OF APPLIED SCIENCE – BUSINESS TECHNOLOGY
EMPHASIS: Microcomputer Business Application

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Courses (underline or circle selections where applicable)	**Hours**	**Semester**	**Grade**	**Transfer (univ., year)**
GENERAL EDUCATION: (15 credit hours)				
ENG 1003 English I	______	______	______	______
ENG 1013 English II				
MATH 1103 Intermediate Algebra	______	______	______	______
Computer Fundamental Elective (3 credit hours)				
Social Science Elective (3 credit hour)	______	______	______	______
CORE BUSINESS COURSES (30 credit hours)				
ACCT 2003 Principles of Accounting I	______	______	______	______
BSYS 1013 Business Communications	______	______	______	______
BSYS 1383 Spreadsheet Applications	______	______	______	______
BSYS 1543 Word Processing I	______	______	______	______
BSYS 1563 Administrative Support Procedures	______	______	______	______
BSYS 2553 Business Machines	______	______	______	______
MKTG 1013 Introduction to Business	______	______	______	______
ECON 2313 Principles of Macroeconomics	______	______	______	______
MGMT 2003 Introduction to Management	______	______	______	______
MIS 2813 Desktop Publishing Applications	______	______	______	______
EMPHASIS COURSES (15 credit hours)				
<u>Microcomputer Business Applications</u>				
MIS 1323 Integrated Business Projects	______	______	______	______
MIS 1373 Database Management	______	______	______	______
MIS 1413 Multimedia Applications	______	______	______	______
Business Electives (6 credit hours)	______	______	______	______
<u>Business Electives</u>				
ACCT 2003 Principles of Accounting II	______	______	______	______
ACCT 2033 Computerized Accounting	______	______	______	______
BSYS 1553 Word Processing II	______	______	______	______
BSYS 2143 Intro to Entrepreneurship	______	______	______	______
BSYS 2523 Machine Transcription	______	______	______	______
ENG 1023 Business English	______	______	______	______
ENG 1203 Technical Communication	______	______	______	______
LAW 2023 Legal Environment of Business	______	______	______	______
MATH 1103 Technical Mathematics	______	______	______	______
MIS 1373 Database Management	______	______	______	______
MIS 1323 Integrated Business Projects	______	______	______	______
MIS 1413 Multimedia Applications	______	______	______	______

Minimum Required Credit Hours 60

Student's Signature____ Date:_________________

Advisor's Signature____ Date:_________________

Date Certificate Completed:_______________________________

Revised 5/15/09