

NAME _____

BANNER ID NO. _____

ADDRESS _____

PROGRAM ENTRY DATE _____

ADVISOR _____

PLACEMENT ASSESSMENT:

DS091 _____ DS095 _____ DS010 _____ DS011 _____
 DS050 _____ DS099 _____ EN100R _____

PROGRAM REQUIREMENTS

FRESHMAN YEAR

SEMESTER TAKEN	CRS. NO.	GRADE		CREDITS
_____	_____	_____	EN101 COMPOSITION	3
_____	_____	_____	ELECTIVE MATHEMATICS	3-4
_____	_____	_____	AC101 FINANCIAL ACCOUNTING	3
_____	_____	_____	BOT102 KEYBOARDING I	3
_____	_____	_____	BOT120 INTRO TO THE PERSONAL COMPUTER	3
_____	_____	_____	EN102 COMPOSITION & LITERATURE	3
_____	_____	_____	ELECTIVE SCIENCE	3-4
_____	_____	_____	BOT103 KEYBOARDING II	3
_____	_____	_____	BOT218 WORD PROCESSING SOFTWARE PACKAGE	3
_____	_____	_____	BU114 PRINCIPLES OF CUSTOMER SERVICE	3

SOPHOMORE YEAR

_____	_____	_____	ELECTIVE FINE ARTS	3
_____	_____	_____	BOT223 COMPUTER INTEGRATED APPLICATIONS	3
_____	_____	_____	BOT212 ADMINISTRATIVE OFFICE PROCEDURES	3
_____	_____	_____	SO. SC. ECONOMICS 203 OR ECONOMICS 204	3
_____	_____	_____	ELECTIVE BOT (APPROVAL OF BOT ADVISOR REQUIRED)	3
_____	_____	_____	ELECTIVE HUMANITIES	3
_____	_____	_____	BOT205 OFFICE MANAGEMENT	3
_____	_____	_____	BU211 BUSINESS COMMUNICATIONS	3
_____	_____	_____	ELECTIVE BUSINESS (APPROVAL OF BOT ADVISOR REQUIRED)	3
_____	_____	_____	ELECTIVE BEHAVIORAL SCIENCE (PY, SO, ANTH)	3

TOTAL 60-62

BOT AND BUSINESS ELECTIVES MUST BE CHOSEN IN CONSULTATION WITH THE BOT PROGRAM ADVISOR. 3 CREDITS MUST BE 200 LEVEL BOT COURSE.

AC100 MAY NOT BE USED AS A BUSINESS ELECTIVE. Business Elective: AC-BU-BOT-CS-EC

Talk to your advisor about Co-op/Work Experience. Think about a dual degree in Business or Accounting

(prox. 5-8 more courses)

FALL 2001