



**Associate of Applied Science (AAS) in Business Management  
with Management Specialty  
2008-2010 Advising Worksheet**



**Advisors for this major:**

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**Prerequisite Information**

- U= Class is open to any student even if placed in BSKL courses.
- R= Students needing BSKL015 Reading are restricted from this course.
- E = Course has a required prerequisite of Introduction to Writing or English Composition I
- M = Students MUST take the math prerequisite for this course or test into the course.
- P= Course has a prerequisite or minimum placement score

**Skill Enhancement Courses**

*Some or all of the following skill enhancement courses may be required depending on your ACT, ASSET or COMPASS scores. Courses with numbers below 100 will not apply toward graduation requirements. Your advisor will help you determine which of these courses, if any, you will need to take. In many cases, they must be taken your first semester*

- U  BSKL003 Introduction to Basic Skills 3 or 6
- U  BSKL010 Basic English w/Lab 3
- U  BSKL014 Basic Reading Lab 3
- R  BSKL015 Reading 3
- E  BSKL020 Introduction to Writing 3
- U  BSKL061 Basic Math w/Lab 3
- M  BSKL064 Elementary Algebra 3

**Graduation Information**

- Completed the minimum required hours?
- Completed all required courses?
- Last 12 hours completed at SFCC?
- Transferring credit back & Registrar approved?
- MO Constitution requirement met?
- GPA (minimum 2.0 required for graduation)
- Exit Exam scheduled/taken?
- Application for Graduation completed? (Students should apply for graduation immediately after enrolling for their last semester)

	✓	Freshman Year 1st Semester	16
		BSMT110 Salesmanship	3
R		CAPP125 Microcomputer Applications	3
		BSMT106 Principles of Marketing	3
M		MATH101 Business Math <b>or</b> MATH112 Intermediate Algebra	3
R/E		ENGL101 Composition I <b>or</b> ENGL112 Tech Writing	3
		Wellness Course	1
	✓	Freshman Year 2nd Semester	15
E		BSMT108 Principles of Management	3
E/M		ACCT101 Principles of Financial Accounting	3
P		ENGL110 Business Communications <b>or</b> SPTH101 Pubic Speaking	3
M		BADM107 Personal Finance	3
R		BADM101 Intro to Business	3
	✓	Summer Session	3 or 6
P		BSMT175 Business Management Internship	
	✓	Sophomore Year 1st Semester	15
		*Approved Program Elective	3
		BADM 109 Business Ethics	3
P		ACCT102 Managerial Accounting	3
R/E		HIST101 US History Before 1877 <b>or</b> HIST102 US History After 1877 <b>or</b> POLS101 Amer/Nat Gov.	3
P		BSMT117 Human Resource Management	3
	✓	Sophomore Year 2nd Semester	16
		BSMT125 Human Relations	3
		BADM103 Legal Environment of Business	3
P		BSMT130 Business Strategies	3
M		ECON101 Principles of Economics I - Macro	3
		*Approved Program Elective	3
		SS120 Employment Strategies	1
<b>Total Credits Required for Degree</b>			<b>65</b>

**If you are required to take any BSKL courses your first semester, you should also take BSMT 110 Salesmanship.**

**\*Approved Program Electives include courses from the following departments:**

Accounting, Art, Business Administration, Business Management, Computer Applications, Computer Information Systems, English, Humanities, Literature, Math, Office Administration, Political Science, Psychology, Spanish, Sociology, Speech/Theater.

**Please seek your advisor's advice prior to registration.**

**Not all courses are offered every semester**

This worksheet is to be used as a guide and may be subject to change without prior notice.