



WORKSHEET

Business Management – Marketing Speciality Associate of Applied Science – F245B

90 Credits
Revised 9/30/19

Student Name _____ Student ID# _____

Required Classes	Grade	Required Classes	Grade
ACCT& 201 Principles of Accounting I	5 _____	BA 170 Introduction to Advertising ^S	5 _____
ACCT& 202 Principles of Accounting II	5 _____	BA 205 Small Business Management ^W	5 _____
ACCT& 203 Principles of Accounting III	5 _____	BA 225 Career Management	5 _____
BA 115 Business Math	5 _____	BA 259 E-Commerce ^F	5 _____
BA 138 Written Business Communications	5 _____	BUS& 101 Introduction to Business	5 _____
BA 139 Technical Writing/Presentations ^S	5 _____	BUS& 201 Business Law	5 _____
BA 156 Marketing ^{F/S}	5 _____	ECON 101 Introduction to Economics	5 _____
BA 158 Principles of Management	5 _____	IT 100 Introduction to Computers	3 _____
BA 159 Sales Management ^S	5 _____	IT 111 Spreadsheets Introduction	2 _____
BA 160 Supervision Techniques ^{W/SR}	5 _____		

NOTES:

- ❖ Degree and certificates are awarded upon completion of required courses with a minimum GPA of 2.0 or higher.
- ❖ Some courses are offered each quarter; some are offered less frequently, as indicated by the superscripts. Check the YVC Catalog or the BA Program for information on individual courses.
- ❖ Students are advised to have strong word processing skills for success in the Business Administration classes.

PLANNING GUIDE

YEAR ONE

FALL	Credit	WINTER	Credit	SPRING	Credit	SUMMER	Credit

YEAR TWO

FALL	Credit	WINTER	Credit	SPRING	Credit	SUMMER	Credit

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