

Northland Pioneer College
ASSOCIATE OF APPLIED SCIENCE (AAS)
BUSINESS - Modern Office Technologies
2013-2014 Catalog Year
NPC Advising Check Sheet

| | |
|----------------------|--------------------|
| Student Name: | Student ID: |
| Adviser Name: | Date: |

| GENERAL EDUCATION REQUIREMENTS (16 CRS) | | | | | | | |
|--|-----|----|-----|--|-----|----|-----|
| | CRS | GR | SEM | | CRS | GR | SEM |
| COMMUNICATIONS (6 CRS) | | | | PHYSICAL & BIOLOGICAL SCIENCES (4 CRS) | | | |
| ENL 101 | 3 | | | Any one course from the AAS Discipline Studies list of Physical & Biological Sciences (see next page) | 4 | | |
| <i>Plus one of the following:</i> | | | | | | | |
| ENL 102 | 3 | | | | | | |
| <i>OR</i> | | | | | | | |
| ENL 109 | 3 | | | | | | |
| MATHEMATICS (3 CRS) | | | | ARTS & HUMANITIES <u>OR</u> SOCIAL & BEHAVIORAL SCIENCES (3 CRS) | | | |
| MAT 103 | 3 | | | Any one course from the AAS Discipline Studies list of Arts & Humanities courses <u>OR</u> Social & Behavioral Sciences (see next page) | 3 | | |
| <i>OR</i> | | | | | | | |
| MAT 152 | 3 | | | | | | |
| <i>OR</i> | | | | | | | |
| Any Mathematics course for which MAT 152 is a prerequisite | | | | | | | |
| | 3 | | | | | | |

| CORE REQUIREMENTS (39 CRS) | | | | UNRESTRICTED ELECTIVES (9 CRS) | | | |
|-----------------------------------|------------|-----------|------------|---|------------|-----------|------------|
| AREA OF SPECIALIZATION: | | | | Any <u>unduplicated</u> 100 or higher level courses | | | |
| Modern Office Technologies | | | | | CRS | GR | SEM |
| | CRS | GR | SEM | | | | |
| BUS 100 | 3 | | | | | | |
| BUS 101 | 1 | | | | | | |
| BUS 102 | 1 | | | | | | |
| BUS 103 | 2 | | | | | | |
| BUS 104 | 1 | | | | | | |
| BUS 106 | 3 | | | | | | |
| BUS 108 | 3 | | | | | | |
| BUS 109 | 3 | | | | | | |
| BUS 111 | 1 | | | | | | |
| BUS 112 | 3 | | | | | | |
| BUS 144 | 3 | | | | | | |
| BUS 149 | 1 | | | | | | |
| BUS 155 | 3 | | | | | | |
| BUS 170 | 3 | | | | | | |
| BUS 182 | 3 | | | | | | |
| BUS 202 | 1 | | | | | | |
| BUS 231 | 3 | | | | | | |
| CIS 103 | 1 | | | | | | |

Requires completion of a minimum of 64 credits with a cumulative grade point average of 2.0 on a 4.0 scale.

**ASSOCIATE OF APPLIED SCIENCE DISCIPLINE STUDIES
2013-2014 Catalog Year**

DISCIPLINE STUDIES (see appropriate AAS Check Sheet for credit hour requirements)

| ARTS AND HUMANITIES | PHYSICAL AND BIOLOGICAL SCIENCES | SOCIAL AND BEHAVIORAL SCIENCES |
|---|--|--|
| <p><i>Courses must be selected from the following list:</i></p> <p>ART 101 Understanding Art ART 115 Art History I ART 116 Art History II ART 215 Native American Art ENL 220 World Literature I ENL 221 World Literature II ENL 224 English Literature I ENL 225 English Literature II ENL 230 American Literature I ENL 231 American Literature II HUM 150 Humanities in the Western World I HUM 151 Humanities in the Western World II MUS 150 Music Appreciation MUS 250 World Music PHL 101 Introduction to Philosophy PHL 105 Introduction to Ethics SPT 130 Introduction to Theatre SPT 150 Introduction to Film SPT 155 History of Television</p> | <p><i>Courses must be selected from the following list:</i></p> <p>BIO 100 Biology Concepts BIO 105 Environmental Biology BIO 160 Introduction to Human Anatomy & Physiology BIO 181 General Biology I BIO 182 General Biology II BIO 201 Human Anatomy and Physiology I BIO 202 Human Anatomy and Physiology II CHM 130 Fundamental Chemistry CHM 151 General Chemistry I CHM 152 General Chemistry II GEO 111 Physical Geography GLG 101 Introduction to Geology I—Physical Geology GLG 102 Introduction to Geology II—Historical Geology PHY 113 General Physics I PHY 114 General Physics II</p> | <p><i>Courses must be selected from the list below. Courses marked with an asterisk (*) meet requirements for Contemporary Global, International or Historical Awareness.</i></p> <p>* ANT 102 Cultural Anthropology ANT 120 Buried Cities and Lost Tribes BUS 140 Principles of Economics—Macro BUS 141 Principles of Economics—Micro * GEO 110 World Regional Geography GEO 120 Human Geography * HIS 105 U.S. History to 1877 * HIS 106 U.S. History Since 1877 * HIS 155 Western Civilization to 1700 * HIS 156 Western Civilization Since 1700 POS 110 American Government PSY 101 Introduction to Psychology PSY 200 Psychology of Adjustment PSY 240 Developmental Psychology SOC 120 General Sociology SOC 121 Social Problems in America SOC 130 Racial, Ethnic and Gender Relations in Modern Society SOC 225 Sociology of the Family</p> |