



Student Name _____	Required Classes	Grade
	ACCT& 201 Principles of Accounting I	5 _____
	ACCT& 202 Principles of Accounting II	5 _____
	ACCT& 203 Principles of Accounting III	5 _____
	BA 115 Business Math	5 _____
	BA 138 Written Business Communication	5 _____
	BA 156 Marketing ^{F/Sp}	5 _____
	BA 158 Principles of Management	5 _____
	BA 160 Supervision Techniques ^{W/Su}	5 _____
	BA 161 Human Resources Management ^{W/Sp}	5 _____
	BA 180 Consumer Financial Planning	5 _____
	BA 225 Career Management	5 _____

Student ID# _____	Required Classes	Grade
	BA 270 Business Ethics	3 _____
	BUS& 101 Introduction to Business	5 _____
	BUS& 201 Business Law	5 _____
	ECON 101 Introduction to Economics	5 _____
	ENGR 101 Project Management OR	5 _____
	IT 253 IT Project Management ^{W/Su}	5 _____
	IT 221 Applied Spreadsheets ^{W/Su}	5 _____
	<i>Approved Electives (7 credits-see below)</i>	
	_____	_____
	_____	_____

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.

Approved ELECTIVES for AAS Degrees: Any BA, IT courses, BT 101, BT 140, CMST 140, CMST 202, CMST 280, CMST& 101, CMST& 102, CMST& 210, CMST& 220, ECON& 201, and ECON& 202.

PLANNING GUIDE

YEAR ONE

FALL	Credit	WINTER	Credit	SPRING	Credit	SUMMER	Credit

YEAR TWO

FALL	Credit	WINTER	Credit	SPRING	Credit	SUMMER	Credit