

BUSINESS ADMINISTRATION (AAS)

Pathway Maps

South Puget Sound Community College has provided pathways and associated recommended courses for ease of student selection based upon a student's career interest. Please review the pathway maps for required and recommended courses.

Business Administration Pathway Map
Associate in Applied Science
91 Credits

Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Qtr. 5	Qtr. 6	Qtr. 7	Qtr. 8
Transition Studies	CCS 101 (3cr) Pathways to Success	BUS 101 (3cr) Introduction to Business	BUS 140 (3cr) Principles of Marketing Offered Fall and Winter	BUS 260 (3cr) Principles of Management: Diversity Offered Fall and Spring	BUS 280 (3cr) Principles of Finance Offered Fall and Winter	BUS 289 (3cr) Integrated Business Applications Offered Winter and Spring	Choose 2 (2-5 credits each) (23-25 credits total) (Program Elective) (recommended)
	ENGL 100 (3cr) Integrated Reading and Writing ENGL 101 (3cr) Integrated Reading and Writing ENGL 102 (3cr) Integrated Reading and Writing	ENGL 108 (3cr) Transitional English Composition I ENGL 104 (3cr) English Composition I OR MATH 102 (3cr) Mathematical Reasoning	ACCT 201 (3cr) Principles of Accounting I	OFTEC 141 (3cr) Elect	BUSL 201 (3cr) Business Law	Choose One (3cr) (Additional communication) CMST 6 220 Public Speaking CMST 140 Intercultural Communication Diversity	ACCT 6 202 (3cr) *** Principles of Accounting II ACCT 6 203 (3cr) *** Principles of Accounting III ACCT 206 (3cr) *** General Ledger Computerized Accounting ACCT 239 (3cr) *** Payroll Accounting and Business Taxes BUS 140 (3cr) Customer Service BUS 220 (3cr) Starting and Managing a Small Business Offered Fall and Winter CMST 110 (3cr) Introduction to Social Media OFTEC 263 (3cr) Fundamentals of Project Management ECON 6 201 (3cr) Microeconomics PHIL 102 (3cr) Ethics PSYC 116 (3cr) Psychology of Human Relations: Diversity
	OR MATH 146 (3cr) CALCULUS Introduction to Probability and Statistics* Includes ability to complete: MATH 109 MATH 106 MATH 146 *Some students may place directly into MATH 146	Choose One (3-7cr) (Computation) BUS 104 (3cr) Business Math OR OMATH 146 (3cr) CALCULUS Introduction to Probability and Statistics* Includes ability to complete: MATH 109 MATH 106 MATH 146 *Some students may place directly into MATH 146	OFTEC 108 (3cr) Introduction to Microsoft Office	Choose One (3-3cr) (Program Elective) (recommended) ACCT 6 202 (3cr) *** Principles of Accounting II ACCT 206 (3cr) *** and *** General Ledger Computerized Accounting ACCT 239 (3cr) *** Payroll Accounting and Business Taxes BUS 140 (3cr) Customer Service BUS 220 (3cr) Starting and Managing a Small Business Offered Fall and Winter OFTEC 110 (3cr) Introduction to Social Media OFTEC 263 (3cr) Fundamentals of Project Management ECON 6 201 (3cr) Microeconomics PHIL 102 (3cr) Ethics PSYC 116 (3cr) Psychology of Human Relations: Diversity	Choose One (3cr) (Program requirement, required) ENGL 6 102 Composition II ENGL 6 235 Technical Writing OFTEC 260 Business Communication	Choose One (3cr) (Program Elective) (recommended) ACCT 6 201 (3cr) *** Principles of Accounting I ENGL 6 235 Technical Writing ACCT 6 203 (3cr) *** Principles of Accounting III ACCT 206 (3cr) *** General Ledger Computerized Accounting ACCT 239 (3cr) *** Payroll Accounting and Business Taxes BUS 140 (3cr) Customer Service BUS 220 (3cr) Starting and Managing a Small Business Offered Fall and Winter CMST 110 (3cr) Introduction to Social Media OFTEC 263 (3cr) Fundamentals of Project Management ECON 6 201 (3cr) Microeconomics PHIL 102 (3cr) Ethics PSYC 116 (3cr) Psychology of Human Relations: Diversity	

*** A Certificate of Completion - Accounting Clerk can be earned if these elective courses are completed:
ACCT 6 202 Principles of Accounting II 5 credits
ACCT 6 203 Principles of Accounting III 5 credits
ACCT 206 General Ledger Computerized Accounting 3 credits

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ACCT 239	Payroll Accounting and Business Taxes	5 Credits
****If ACCT 206 is taken, students may need to take an additional elective to complete the 90 credits required for the AAS degree.		

Note:

The Business Administration AAS degree requires:

- 5 credits of Computation
- 5 credits of ENGL & 101
- 5 credits of an Additional Communication (Chosen from the ENGL & 102, ENGL & 235, and OFTEC 260 course grouping in Quarter 6)
- 5 credits of Human Relations/Diversity (met by BUS 260)
- 3 credits of CCS 101
- At least 72 credits program core courses