

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 101 (3cr) English Composition I ENGL 102 (3cr) English Composition II | 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 CMST 110 (3cr) Introduction to Social Media |
| | MATH 100 (3cr) Mathematical Reasoning | Choose One (3-7cr) (Computation) BUS 104 (3cr) Business Math OR OMATH 146 (7cr) CUMMINS Introduction to Probability and Statistics* Includes ability to complete: MATH 100 MATH 106 MATH 146 *Some students may place directly into MATH 146 | OFTEC 108 (3cr) Introduction to Microsoft Office | Choose One (3-5cr) (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 (3-5cr) (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 | 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 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 6 102, ENGL 6 235, 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