



20000 68th Ave W  
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Student Name \_\_\_\_\_  
Student ID \_\_\_\_\_

# Business Management Transfer to Bachelors of Applied Science in Administrative Management at Central Washington University Associate in Applied Science-T Degree Program Requirements 2011-2012

**Program Description** The Business Management Associate of Applied Science-Transfer Degree is designed for students who want to transfer to the Bachelor's of Applied Science in Administrative Management at Central Washington University (CWU). This degree will allow students to update existing knowledge and skills and/or acquire up-to-date technical and managerial skills. The degree requires students to work with a Business Management adviser to select those courses which will help students achieve their educational and career goals. Many courses are available online for both the AAS-T and the BS Degree. Refer to the class quarterly schedule.

**Admission Requirements to Central Washington University's Bachelors of Applied Science in Administrative Management Program** All students who intend to transfer to CWU should talk with a CWU adviser to review specific admission requirements. Students must have a 2.3 minimum cumulative grade point average to be considered for admission to CWU. All of the courses in this degree will transfer to the CWU Applied Bachelor's Degree, see [www.cwu.edu/itam/bas](http://www.cwu.edu/itam/bas).

**Degree Outcomes** Outcomes for Edmonds Community College degrees and certificates can be found in the online college catalog at the bottom of each degree or certificate. To find specific outcomes, click on the degree or certificate from the program list in the online catalog at <http://catalog.edcc.edu>

**Common Course Numbering Changes** Please refer to [www.edcc.edu/ccn](http://www.edcc.edu/ccn) for more information.

**Credit/Grade Requirements** This AAS-T degree requires successful completion of a minimum of **90** credits as outlined. A minimum of 30 credits or one-third of the required credits, whichever is less, must be earned at Edmonds Community College. Students are required to maintain a minimum cumulative grade point average of 2.0 in all college-level courses.

**Cultural Diversity** Edmonds Community College requires that students earning a degree or certificate of 45 credits or more meet the Cultural Diversity Requirement. Courses that satisfy this requirement are marked as ":CD" on the requirement sheet and/or "Meets Cultural Diversity Requirement" in the quarterly class schedule.

**Students are advised to**

- Plan their schedule several quarters in advance in order to accommodate courses that are offered only once or twice a year
- Review the college catalog for required course prerequisites and include these in schedule planning
- Communicate with a faculty adviser

**Graduation Application** A completed Graduation Application form must be submitted to Enrollment Services by the 10<sup>th</sup> day of the quarter in which the student expects to graduate. Forms are available at Enrollment Services located in Lynnwood Hall, or online at [www.edcc.edu/credentials/](http://www.edcc.edu/credentials/).

**Advisers** The advisers for this program are

Claudia Levi	<a href="mailto:claudia.levi@edcc.edu">claudia.levi@edcc.edu</a>	425-640-1388
Ann Paulson	<a href="mailto:apaulson@edcc.edu">apaulson@edcc.edu</a>	425-640-1613
Marie Tran	<a href="mailto:marie.tran@edcc.edu">marie.tran@edcc.edu</a>	425-640-1637
Terry Linkletter	<a href="mailto:terry.linkletter@cwu.edu">terry.linkletter@cwu.edu</a>	425-640-1574x3794

**College Resources**

Department Website	<a href="http://mgmt.edcc.edu">http://mgmt.edcc.edu</a>
Home Page	<a href="http://www.edcc.edu">http://www.edcc.edu</a>
How to Enroll	<a href="http://getstarted.edcc.edu">http://getstarted.edcc.edu</a>
Transfer Center	<a href="http://transfer.edcc.edu">http://transfer.edcc.edu</a>
Advising appointments	425-640-1458
College Bookstore	<a href="http://bookstore.edcc.edu">http://bookstore.edcc.edu</a>

Course			Qtr	Credit	Grade
<b>I. Basic Skills Requirements (General Education) (20 credits) ^</b>					
<b>Communication Skills – 10 credits</b>					
ENGL&	101	English Composition I	_____	5	_____
ENGL&	102	Composition II	_____	5	_____
<b>Computation/Quantitative Skills – 5 credits</b>					
MATH	_____	_____	_____	5	_____
<b>Reasoning – 5 credits</b>					
PHIL&	106	Introduction to Logic	_____	5	_____
<b>II. Human Relations/Group Interaction (5 credits)</b>					
MGMT	100	Human Relations/Organization:CD	_____	5	_____
<b>III. Core Requirements (50 credits)</b>					
ACCT	_____	_____	_____	5	_____
BUS&	101	Introduction to Business	_____	5	_____
MGMT	130	Principles of Marketing	_____	5	_____
MGMT	214	Principles of Management	_____	5	_____
MGMT	275	Business Strategies	_____	5	_____
<i>Choose a minimum of 25 credits from the following</i>					
MGMT	101	Introduction to E-Commerce	_____	5	_____
MGMT	106	Retail Management	_____	5	_____
MGMT	107	Event Planning	_____	5	_____
MGMT	110	Sustainable Business Practices	_____	5	_____
MGMT	122	Customer Relations Management	_____	3	_____
MGMT	131	Introduction to Sales	_____	5	_____
MGMT	132	Time Management	_____	5	_____
MGMT	134	Leadership	_____	2	_____
MGMT	180	Finance-Money Management	_____	5	_____
MGMT	215	Business Information Mgmt	_____	5	_____
MGMT	220	Human Resource Management	_____	5	_____
MGMT	221	International Market Operations	_____	5	_____
MGMT	234	Facilitation Skills	_____	3	_____
MGMT	240	E-Marketing	_____	5	_____
MGMT	255	Special Topics	_____	1-6	_____
MGMT	260	Small Business Management	_____	5	_____
MGMT	270	Project Management I	_____	5	_____
MGMT	271	Project Management II	_____	5	_____
MGMT	272	PMI PMP and CAPM Exam Preparation Class	_____	3	_____
BUS&	201	Business Law <b>OR</b>	_____	_____	_____
POLS&	200	Introduction to Law	_____	5	_____
ECON	140	The World Economy:CD <b>OR</b>	_____	_____	_____
ECON&	201	Micro Economics ~	_____	5	_____
<b>IV. Business Computer Applications (8-10 credits)</b>					
BSTEC	130	Computer Fundamentals <b>OR</b>	_____	_____	_____
CIS	100	Introduction to Business Computing	_____	5	_____
<b>V. Electives (to total 90 credits)</b>					
Students may choose college credits in any discipline including credit for relevant workshops and seminars or special projects taken with adviser approval while earning this degree					
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

**Explanatory Notes**

- ^ A lab science is needed for CWU graduation. You may complete this requirement at Edmonds Community College. Recommend BIOL& 100/100L, CHEM& 121/121L, 141/151, GEOL& 101, PHYS& 100/101, or 221/231
- \* MATH& 107, 141, 142, 148, or 151
- \*\* Students planning on pursuing a Masters Degree should complete the Calculus series of courses
- ~ Will satisfy a 'Social & Behavioral Sciences Breadth Requirement' at CWU

_____ Adviser's Signature	_____ Date	_____ Dean's Signature	_____ Date
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