

Associate of Applied Science, 66 credits Accounting and Business Technology: Small Business Management		
Name:	Date of Entry:	Advisor:
Dual Major With:	Academic Plan Advisor:	
Transferred From:		
Credit Hours Transferred In:	Must complete 50% of degree through Helena College	

Course #	Course Title	CR	Pre - Requisites	SEM	Grade	Comments
1st Semester – 15 credits						
ACTG 101	Account Proc I	3				
BGEN 105	Intro to Bus	3	Placement in W095 or above			
Choose One Math:						
M 108T	Business Math	3	Placement or M065			
M 121	College Algebra	3				
Choose One Writing:						
WRIT 121T	Intro to Tech Writ	3	Placement or WRIT095			
WRIT 101	College Writing	3				
Choose One Office Technology Course:						
TASK 113	Key and Doc Proc	3				
CAPP 154	MS Word	3				
2nd Semester – 18 credits						
BMGT 210	Small Bus. Entrepr.	3	BGEN 105			
ACTG 205	Computer Acct	3	ACTG 101			
BGEN 201	Found of Bus Eth	3	BGEN 105			
Elect Credit		3				
Choose one of the following:						
CAPP 156	MS Excel	3				
CSCI 172	Intro to Comp Model	3				
Choose one of the following:						
HR 110T	Career Dev and HR	3				
PSYX 100	Intro to Psych	3	WRIT095 or placement in WRIT101			
SOCI 101	Intro to Sociology	3				
3rd Semester – 18 credits						
ACTG 180	Payroll Acct	3	ACTG 101, M121 or M108T			
BMKT 225	Marketing	3	BGEN 105, WRIT 101 or WRIT 121T			
BMGT 215	Human Resource Management	3	BGEN 105			
BFIN 265	Intro to Bus Finance	3	ACTG 101, BGEN 105, M108T or M121			
Choose one Econ:						
ECNS 203	Prin of Mic & Mac	3				
ECNS 201	Microeconomics	3				
ECNS 202	Macroeconomics	3				
Choose one Communication:						
COMX 111	Intro to Pub Speak	3				
COMM 201	Intro to Pub Relat	3	Writ 121T WRIT 101, or onsent			
4th Semester – 15 credits						
BGEN 235	Business Law I or II	3	BGEN 105			
BMGT 235	Management	3	BGEN 105, WRIT101 or WRIT 121T			
PSCI 240	Intro to Public Admin.	3	BGEN 105			
BGEN 299	Capstone	3	Instructor Approval			
CAPP 153	MS PowerPoint	3				
Developmental Coursework:						