

Semester One		
ENGL 1101	Composition & Rhetoric (Pre-Req: Test Scores – See Advisor)	3
Click for Option	Area II: General Education Core	3
Click for Option	Area III: General Education Core	3
COMP 1000	Introduction to Computers	3
Click for Option	Occupational-Related Elective	3
Total Hours:		15

Semester Four		
Click for Option	Occupational-Related Elective	3
BUSN 1420	Database Applications (Pre-Req: COMP 1000)	4
MGMT 1100	Principles of Management	3
BUSN 2160	Electronic Mail Applications (Pre-Req: COMP 1000 + Regular Admission*)	2
Total Hours:		12

Semester Two		
BUSN 1400	Word Processing (Pre-Req: COMP 1000)	4
Choose One:	ACCT 1100 Financial Accounting I (Pre-Req: Regular Admission*) or BUSN 2200 Office Accounting (Pre-Req: Regular Admission*)	4
BUSN 1190	Digital Technologies (Pre-Req: COMP 1000)	2
BUSN 1440	Document Production (Co-Req: COMP 1000)	4
Total Hours:		14

Semester Five		
Click Here to Apply for Graduation		
Click for Option	General Education Core Elective	3
BUSN 2210	Applied Office Procedures (Pre-Req: BUSN 1240 + BUSN 1400 + BUSN 1410 + BUSN 1440, Co-Req: BUSN 2200 + ACCT 1100 + BUSN 2190)	3
BUSN 2190	Business Document Proofreading (Pre-Req: ENGL 1010 or ENGL 1101, Co-Req: BUSN 1440)	3
Total Hours:		9

Semester Three		
BUSN 1240	Office Procedures (Pre-Req: COMP 1000)	3
BUSN 1410	Spreadsheet Concepts & Apps. (Pre-Req: COMP 1000)	4
BUSN 1430	Desktop Publishing/Presentations (Pre-Req: COMP 1000)	4
Click for Option	Area IV: General Education Core	3
Total Hours:		14

Total Program Hours: 64



This plan is for informational purposes ONLY.
It is not a substitute for meeting with a
program advisor each term.

*Regular Admission means that a student has met all admissions requirements and that the student does not require any learning support classes.
LTC's learning support courses are ENGL 0090, MATH 0090, and READ 0090.

OPTIONS

General Education Core

Area II: Social/Behavioral Science

ECON 1101 *Principles of Economics* (3)
(Pre-Req: Regular Admission*)

ECON 2105 *Macroeconomics* (3)
(Pre-Req: Regular Admission*)

ECON 2106 *Microeconomics* (3)
(Pre-Req: Regular Admission*)

HIST 1111 *World History I* (3)
(Pre-Req: Regular Admission* for English/Reading)

HIST 1112 *World History II* (3)
(Pre-Req: Regular Admission* for English/Reading)

HIST 2111 *U.S. History I* (3)
(Pre-Req: Regular Admission* for English/Reading)

HIST 2112 *U.S. History II* (3)
(Pre-Req: Regular Admission* for English/Reading)

POLS 1101 *American Government* (3)
(Pre-Req: Regular Admission* for English/Reading)

POLS 2401 *Global Issues* (3)
(Pre-Req: Regular Admission* for English/Reading)

PSYC 1101 *Introductory Psychology* (3)
(Pre-Req: Regular Admission* for English/Reading)

SOCI 1101 *Introduction to Sociology* (3)
(Pre-Req: Regular Admission* for English/Reading)

Area III: Natural Sciences/Mathematics

(Pre-Req: Test Scores – See Advisor)

MATH 1101 *Mathematical Modeling* (3)

MATH 1103 *Quant. Skills/Reasoning* (3)

MATH 1111 *College Algebra* (3)

Area IV: Humanities/Fine Arts

ARTS 1101 *Art Appreciation* (3)
(Pre-Req: Regular Admission*)

ENGL 2110 *World Literature* (3)
(Pre-Req: ENGL 1101)

ENGL 2130 *American Literature* (3)
(Pre-Req: ENGL 1101)

HUMN 1101 *Intro to Humanities* (3)
(Pre-Req: ENGL 1101)

MUSC 1101 *Music Appreciation* (3)
(Pre-Req: Regular Admission*)

General Education Core Elective

Any course from Areas II through IV OR

BIOL 1111(L) *Biology I + Lab* (4)
(Pre-Req: Regular Admission*)

BIOL 2113(L) *Human A&P I + Lab* (4)
(Pre-Req: Regular Admission*, Co-Req: ENGL 1101)

BIOL 2114(L) *Human A&P II + Lab* (4)
(Pre-Req: BIOL 2113 + Lab)

ENGL 1102 *Literature & Comp.* (3)
(Pre-Req: ENGL 1101)

MATH 1112 *College Trigonometry* (3)
(Pre-Req: MATH 1111 + Regular Admission*)

MATH 1113 *Precalculus* (3)
(Pre-Req: MATH 1111 + Regular Admission*)

MATH 1127 *Intro to Statistics* (3)
(Pre-Req: Regular Admission*)

MATH 1131 *Calculus I* (4)
(Pre-Req: MATH 1112 or 1113 + Regular Admission*)

PHYS 1110(L) *Conc. Phys + Lab* (4)
(Pre-Req: MATH 1101 or 1111 or 1103 + ENGL 1101)

PSYC 2103 *Human Develop.* (3)
(Pre-Req: PSYC 1101)

SPAN 1101 *Intro to Spanish* (3)
(Pre-Req: Regular Admission*)

SPCH 1101 *Public Speaking* (3)
(Pre-Req: Regular Admission*)

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Occupational-Related Electives

ACCT 1105 *Financial Accounting II* (4)
(Pre-Req: ACCT 1100)

ACCT 1130 *Payroll Accounting* (3)
(Pre-Req: ACCT 1100)

ACCT 2145 *Personal Finance* (3)

BUSN 1045 *Managing Customer Relationships* (2)

BUSN 1250 *Records Management* (3)

CIST 1510 *Web Development I* (3)

DMPT 1000 *Introduction to Design* (4)

MGMT 1120 *Introduction to Business* (3)

MGMT 1125 *Business Ethics* (3)

MGMT 2115 *Human Resources Management* (3)

MKTG 1130 *Business Regs/Compliance* (3)

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