

# BUSINESS

## BUSINESS

### Associate of Applied Science Degree

#### 20105 (Available On Campus and Online)

**Advisors: Dana Barnett, Tammy Campbell, Michael Fox, Derek Rich**

This degree provides you with a general business background.

Students must complete one of the following Certificates of Proficiency:

- \* 30116 Business Office Assistant
- \* 30118 Business Entrepreneurship
- \* 30133 Business Management

**Total Certificate Requirements 33 credits**

### Curriculum Requirements

CMP 161	Electronic Spreadsheet with Microsoft Excel	3 credits
Total Curriculum Requirements - 3 credits		

### Curriculum Related Requirements

Choose at least 10 additional credits from any EAC courses from the AIS, BUA, BUS, COE, or SBM Departments

### General Education Requirements

#### Computers

CMP 101	Introduction to Computers OR	
CMP 103	Introduction to Computer Based Systems	3 credits

#### Composition

BUA 259	Business Communications	3 credits
ENG 100	Writing Fundamentals OR	
ENG 101	Written Communications I	3 credits

#### Mathematics

BUS 111	Business Mathematical Calculations	3 credits
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#### Social Sciences

BUA 221	Principles of Macroeconomics (GIH) (DI) OR	
BUA 223	Principles of Microeconomics (DI)	3 credits
BUS 251	Human Relations	3 credits

Courses listed in Curriculum Requirements that qualify for General Education credit (see the General Education section of the catalog) may fulfill both General Education and Curriculum Requirements unless General Education Requirements are specified in the major. Each course taken to satisfy the General Education Requirements of this degree must be completed with a grade of "C" or better.

In addition to completing the required courses listed above, you must meet the following

general graduation requirements to obtain this degree:

- Complete at least 16 certificate degree credits at Eastern Arizona College.
- Attain a cumulative grade point average of 2.00 or higher.
- File a Graduation Petition through your Gila Hank Online account at least 60 calendar days prior to the end of the semester in which graduation is anticipated.
- Remove any indebtedness to the College.