

Associate in Applied Sciences - Transfer (AAS-T)

Business Management

for The Evergreen State College

The Associate in Applied Science-Transfer degree in Business Management is designed to prepare students for entry-level management positions, as well as meet the requirements for transfer to The Evergreen State College.

Degree Requirements

- **Communications:**
10 credits - ENGL& 101 English Composition I AND ENGL& 102 Composition II.
- **Health:**
3 credits - HLTH 100 Occupational Safety and Health.
- **Quantitative Skills:**
5 credits – MATH 125 Applied College Algebra.
- **Human Relations / Diversity:**
5 credits – BUS 144 Management of Human Relations: DIV.
- **Humanities:**
5 credits – from the Distribution List.
- **Natural Sciences:**
5 credits – from the Distribution List.
- **Social Sciences:**
10 credits - BUS& 201 Business Law AND ECON 105 Intro to Economics OR ECON& 201 Micro Economics.
- **Electives:**
2 credits – See advisor for approved courses.

Program Requirements

ACCT& 201	Principles of Accounting I	5
BUS& 101	Introduction to Business	5
BUS 150	Customer Service/Management	5
BUS 165	Salesmanship	5
BUS 240	Principles of Supervision	5
BUS 245	Principles of Management	5
BUS 259	Start/Managing a Small Business	5
BUS 264	Principles of Marketing	5
BTEC 131 (was CS 121)	Introduction to Spreadsheets	5

Diversity and Distribution Lists are available in the Lower Columbia College Academic Catalog and at lowercolumbia.edu/catalog.

Total credits required to earn this degree: 90 with a cumulative grade point average (GPA) of at least 2.0 in the program requirements. A course cannot be credited toward more than one distribution or skill area.

Students completing this program should acquire the following skills and abilities:

- Perform basic mathematical calculations related to business such as gross payroll, payroll deductions, interest earned, and property taxes.
- Perform basic bookkeeping and accounting tasks using spreadsheets and industry standard accounting software.
- Identify the relationships between business functions such as accounting, marketing, purchasing, human resources, and operations management.
- Describe the relationship between economics concepts and business issues.

- Describe the relationship between business activities and legal constructs, such as Contract Law and the Uniform Commercial Code.
- Compose written business documents, including email, report, and business plans using industry standard software.
- Communicate professionally in writing and speaking as appropriate to a business work environment (GS Communication).
- Apply objective, valid methods of inquiry and problem solving to draw rational, ethical, and coherent conclusions (GS Critical Thinking).
- Apply mathematical information to make decisions and solve problems in business (GS Numeracy/Quantitative Literacy).
- Interact effectively with individuals and groups (GS Interpersonal Relations).

Revised October 2019 (Effective Winter 2020)

Notes:

Program planning is based on information available at the time of preparation. It is the student's responsibility to meet with their LCC advisor *and* with an advisor at The Evergreen State College for transfer information. Consult the LCC catalog for LCC graduation requirements.