



## SouthArk Guided Pathway to Success (GPS)

### ACADEMIC MAP: General Business (Office Technology Option) **PART-TIME**

Full-Time     Part-Time

|                                        |                                                                                                                                                                                     |                 |  |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--|
| Student Name                           | Student ID                                                                                                                                                                          | Student Phone # |  |
| Advisor Name                           | Advisor E-mail                                                                                                                                                                      | Advisor Phone # |  |
| Program Description                    | Associate of Applied Science with embedded TC For General Business                                                                                                                  |                 |  |
| Program Requirements                   | Major specific course work requires completion of English II                                                                                                                        |                 |  |
| Link to Program Webpage                | <a href="http://www.southark.edu/academics/arts-and-science/general-business-administration">http://www.southark.edu/academics/arts-and-science/general-business-administration</a> |                 |  |
| Career Opportunities                   | Department Manager, Shift Supervisor, Accounting Clerk                                                                                                                              |                 |  |
| Transfer Paths and Requirements        | UALR, B.S. in Business                                                                                                                                                              |                 |  |
| Expected Award upon Program Completion | <input type="checkbox"/> CP <input checked="" type="checkbox"/> TC <input type="checkbox"/> AA <input type="checkbox"/> AS <input checked="" type="checkbox"/> AAS                  |                 |  |
| Date Expected to Graduate              | Semester/Year:                                                                                                                                                                      |                 |  |

**BASIC STUDIES REQUIREMENTS:**

Reading: ACT 19 or above (or) ASSET 43 or above (or) COMPASS 83 or above (or) Accuplacer 78 or above (or) complete BSTD 0613 English II.  
 Writing: ACT 19 or above (or) ASSET 45 or above (or) COMPASS 80 or above (or) Accuplacer 83 or above (or) complete BSTD 0613 English II.  
 Math: ACT 19 or above (or) ASSET Intermediate Algebra Skills 43 or above (or) COMPASS 71 or above (or) Accuplacer 78 or above (or) complete BSTD 0513 Intermediate Algebra.

**STUDENT'S SCORES:**

| SUBJECT | TEST | SCORE |
|---------|------|-------|
| Reading |      |       |
| Writing |      |       |
| Math    |      |       |

**STUDENT'S BSTD REQUIREMENTS (Check applicable courses):**

|                                     |                       |                                     |                             |
|-------------------------------------|-----------------------|-------------------------------------|-----------------------------|
| <input checked="" type="checkbox"/> | BSTD 0603 Eng. I      | <input checked="" type="checkbox"/> | BSTD 0413 Elem. Algebra     |
| <input checked="" type="checkbox"/> | BSTD 0613 Eng. II     | <input checked="" type="checkbox"/> | BSTD 0513 Intermed. Algebra |
| <input type="checkbox"/>            | BSTD 0211 Comp. I Lab |                                     |                             |

I understand that when seeking a credential, I may be required to enroll in basic studies (BSTD) courses as a result of my test scores in compliance with Arkansas Law, Act 1052, which may take additional semesters for successful completion.

**CHOOSE COURSE PLAN WITH ADVISOR TO ASSURE PROPER ACADEMIC PROGRESSION**

FIRST SEMESTER/YEAR: Fall / \_\_\_\_\_

| Course Number | Course Name                          | Code (see key) | Credit Hours | Grade | Milestones | Actions |
|---------------|--------------------------------------|----------------|--------------|-------|------------|---------|
| ADMS 1023     | Intermediate Keyboarding             |                | 3            |       |            |         |
| ADMS 1003     | Intro to Accounting                  | *              | 3            |       |            |         |
| CSCI 1003     | Computers and Information Processing | *,T            | 3            |       |            |         |
| <b>Total</b>  |                                      |                | <b>9</b>     |       |            |         |

SECOND SEMESTER/YEAR: Spring / \_\_\_\_\_

| Course Number          | Course Name                                                 | Code (see key) | Credit Hours | Grade | Milestones | Actions |
|------------------------|-------------------------------------------------------------|----------------|--------------|-------|------------|---------|
| MGMT 111               | Intro to Management                                         |                | 3            |       |            |         |
| ENGL 1113              | Composition I                                               | *, T           | 3            |       |            |         |
| MATH 1023<br>MATH 1333 | College Algebra <b>OR</b><br>Math for Business Applications | S, T           | 3 (3)        |       |            |         |
| <b>Total</b>           |                                                             |                | <b>9</b>     |       |            |         |

THIRD SEMESTER/YEAR: Summer / \_\_\_\_\_

| Course Number             | Course Name                                       | Code (see key) | Credit Hours | Grade | Milestones | Actions |
|---------------------------|---------------------------------------------------|----------------|--------------|-------|------------|---------|
| CSCI 2143                 | Microcomputer Business Applications               | T              | 3            |       |            |         |
| ENGL 1123                 | Composition II                                    | T              | 3            |       |            |         |
| BUSI 1003 OR<br>ENTR 1003 | American Enterprise System or<br>Entrepreneurship | T<br>P         | 3            |       |            |         |
| <b>Total</b>              |                                                   |                | <b>9</b>     |       |            |         |

**Key:**

|                                     |                                      |                                 |                                           |
|-------------------------------------|--------------------------------------|---------------------------------|-------------------------------------------|
| * Critical Course                   | SU – Only offered in Summer semester | T - Transfer                    | AA – Associate of Arts Degree             |
| F - Only offered in Fall semester   | O – Only offered Online              | CP – Certificate of Proficiency | AS – Associate of Science Degree          |
| S – Only offered in Spring semester | P – Prerequisite to Program          | TC – Technical Certificate      | AAS – Associate of Applied Science Degree |



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**FOURTH SEMESTER/YEAR:** Fall / \_\_\_\_\_

| Course Number | Course Name                | Code (see key) | Credit Hours | Grade | Milestones                    | Actions |
|---------------|----------------------------|----------------|--------------|-------|-------------------------------|---------|
| ACCT 2003     | Principles of Accounting I | *,T            | 3            |       | TC General Business Completed |         |
| MGMT 111      | Intro to Management        | F              | 3            |       |                               |         |
| BUSI 2063     | Business Communications    | T              | 3            |       |                               |         |
|               |                            |                |              |       |                               |         |
| <b>Total</b>  |                            |                | <b>9</b>     |       |                               |         |

**FIFTH SEMESTER/YEAR:** Spring / \_\_\_\_\_

| Course Number | Course Name                  | Code (see key) | Credit Hours | Grade | Milestones | Actions |
|---------------|------------------------------|----------------|--------------|-------|------------|---------|
| ENGL 2123     | Advanced Grammar             | S              | 3            |       |            |         |
| BUS 2043      | Customer Service and Support | S              | 3            |       |            |         |
| CSCI 1903     | Digital Publishing           |                | 3            |       |            |         |
|               |                              |                |              |       |            |         |
| <b>Total</b>  |                              |                | <b>9</b>     |       |            |         |

**SIXTH SEMESTER/YEAR:** Summer / \_\_\_\_\_

| Course Number | Course Name                 | Code (see key) | Credit Hours | Grade | Milestones              | Actions |
|---------------|-----------------------------|----------------|--------------|-------|-------------------------|---------|
| ACCT 2103     | Principles of Accounting II | T              | 3            |       | TC Accounting Completed |         |
| CSCI 2223     | Excel                       | F              | 3            |       |                         |         |
| ECON 2103     | Microeconomic Principles    | T              | 3            |       |                         |         |
|               |                             |                |              |       |                         |         |
| <b>Total</b>  |                             |                | <b>9</b>     |       |                         |         |

**SEVENTH SEMESTER/YEAR:** Fall / \_\_\_\_\_

| Course Number | Course Name                              | Code (see key) | Credit Hours | Grade | Milestones    | Actions |
|---------------|------------------------------------------|----------------|--------------|-------|---------------|---------|
| ECON 2003     | Macroeconomics                           | F, T           | 3            |       | AAS Completed |         |
| ADMS 2703     | Profession Projects and Portfolio Design |                | 3            |       |               |         |
| elective      | Approved Business Elective               |                | 3            |       |               |         |
|               |                                          |                |              |       |               |         |
| <b>Total</b>  |                                          |                | <b>9</b>     |       |               |         |

**COMMENTS AND NOTES:**

|                                                                                                                                                                                                                                   |                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <p><b>Suggested Electives</b></p> <p>BUSI 2903 Special Topics in Business</p> <p>ADMS 1003 Keyboarding Fundamentals</p> <p>MGMT 2113 Management Skills</p> <p>CSCI 2203 Database</p> <p>ACCT 2103 Principles of Accounting II</p> | <p style="text-align: center;"><b>SAS and Campus Technology add 2 – 4 hours to this plan</b></p> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|

**FOR OFFICE USE ONLY - GRADUATION REQUIREMENTS:**

|                              |    |                                                                                 |                          |
|------------------------------|----|---------------------------------------------------------------------------------|--------------------------|
| <b>SouthArk Credit Hours</b> | 60 | Minimum Cumulative GPA of 2.00? (Required)                                      | <input type="checkbox"/> |
| <b>Transfer Credit Hours</b> |    | All Program Courses Completed with a Minimum Grade of 'C' or Higher? (Required) | <input type="checkbox"/> |
| <b>TOTAL CREDIT HOURS</b>    |    | Any 50% or the last 25% of Total Credit Hours? (Required)                       | <input type="checkbox"/> |
| <b>CUMULATIVE GPA</b>        |    |                                                                                 |                          |

**SIGNATURES:**

**Student:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Advisor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Registrar:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Key:

|                                     |                                      |                                 |                                           |
|-------------------------------------|--------------------------------------|---------------------------------|-------------------------------------------|
| * Critical Course                   | SU – Only offered in Summer semester | T - Transfer                    | AA – Associate of Arts Degree             |
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