

2019-2020 Bladen Community College (AAS) to University of Mount Olive (BBA) Transfer Guide

Office Administration, AAS (A25370)

Bachelor of Business Administration (05/19)

	<u>Bladen CC</u>	<u>Course Name</u>	<u>UMO Equivalencies</u>	<u>Degree Destination</u>	<u>Credit</u>
Fall Semester One (18sh)	ACA 115 (1sh)	Success & Study	E (1sh)		
	BUS 121 (3sh)	Business Math	E (3sh)	Elective	3
	CIS 110 (3sh)	Intro to Computers	CIS 110/E/Ti (3sh)	GER Tech/Info Literacy	3
	ENG 111 (3sh)	Writing and Inquiry	ENG 111/W (3sh)	GER Written Communication	3
	OST 131 (2sh)	Keyboarding	E (2sh)	Elective	2
	OST 134 (3sh)	Text Entry & Formatting	E (3sh)	Elective	3
	OST 164 (3sh)	Office Editing	E (3sh)	Elective	3
Spring Semester One (16-18sh)	BUS 260 (3sh)	Business Communication	ENG 250/E (3sh)	Elective	3
	CTS 130 (3sh)	Spreadsheets	CIS 240/E (3sh)	Elective	3
	COM 231 (3sh)	Public Speaking	ENG 241/E/O/SB/G (3sh)	GER Oral Communication	3
	OST 136 (3sh)	Word Processing	E (3sh)	Elective	3
	OST 184 (3sh)	Records Management	E (3sh)	Elective	3
	(1-3sh)	Business Elective (BUS 115*)		*Major Requirement	3
Fall Semester Two (16sh)	ACC 120 (4sh)	Principles of Accounting I	ACC 211/E (3sh)	*Major Requirement	3
	DBA 110 (3sh)	Database Concepts	E (3sh)	Elective	3
	OST 233 (3sh)	Office Publications Design	E (3sh)	Elective	3
	OST 286 (3sh)	Professional Development	E (3sh)	Elective	3
	MAT 143 (3sh)	Quantitative Literacy	MAT 121/E/Q (3sh)	GER Quantitative Reasoning	3
Spring Semester Two (15sh)	WBL 111 (1sh)	Work-Based Learning I	E (1sh)		
	ACC 150 (2sh)	Accounting Software Applic	E (2sh)		
	OST 289 (3sh)	Office Admin Capstone	E (3sh)		
	CSV 110 (3sh)	Intro To Customer Service	E (3sh)	GER Citizenship	3
	PSY 150 (3sh)	General Psychology	PSY 100/E/SB (3sh)	GER Soc/Behavioral Science	3
	PHI 240 recommended for transfer (3sh)	<i>Hum. Elective (HUM 110, 115, or PHI 240)</i>		GER Global Understanding	3
Total Bladen CC Hours	65-67			Hours Transferring to UMO	59
				Minimum Hours for Degree	126

*Recommended based on Business Technology electives' pick list.

W = Written Communication
 TI = Technology/Info Literacy
 G = Global Understanding
 SB = Social/Behavioral Sci
 H = History
 O = Oral Communication
 GER = General Education
 E = Elective

F = Fine Arts
 L = Literature
 C = Citizenship
 BP = Biological/Phys Sci
 RL = Related Studies
 R = Religion
 Q = Quantitative Reasoning

Updated
5/18/2020

Notes: (1) A maximum of 64sh can be transferred from a 2yr school. (2) Transferred courses must earn minimum grade of "C".

University of Mount Olive Coursework-Adult & Online
Sample Schedule to complete final two years of BBA degree

Semester One (12sh)	ENG 112 (3sh)	English Composition II	GER Requirement	3
	HRM 322 (3sh)	Human Capital Management	*Major Requirement	3
	MGT 311 (3sh)	Fundamentals of Management	*Major Requirement	3
	MIS 331 (3sh)	E-Business/E-Commerce	*Major Requirement	3
Semester Two (15sh)	FIN 320 (3sh)	Corporation Finance	*Major Requirement	3
	BIO 100 (3sh)	Introductory Biology	GER Requirement	3
	LDR 300 (3sh)	Leadership	*Major Requirement	3
	HCM 325 (3sh)	Managerial Implications of Healthcare	*Major Requirement	3
	ACC 212 (3sh)	Principles of Managerial Accounting	*Major Requirement	3
Semester Three (13sh)	ECO 407 (3sh)	The Economics of Macro Issues	*Major Requirement	3
	REL 111 (3sh)	Introduction to Old Testament	GER Requirement	3
	CHE 110 (4sh)	Introductory Chemistry	GER Requirement	4
	ENG 213 (3sh)	Perspectives in World Literature	GER Requirement	3
Semester Four (13-15sh)	MKT 351 (3sh)	Fundamentals of Marketing	*Major Requirement	3
	BUS 302 (3sh)	Statistics for Behavioral Sciences	*Major Requirement	3
	BUS 370 (3sh)	International Business	*Major Requirement	3
	ART 110 (3sh)	Art Appreciation	GER Requirement	3
	HIS 223 (3sh)	Major Issues in American History	GER Requirement	3
Semester Five (12sh)	BUS 483 (3sh)	Business Research	*Major Requirement	3
	BUS 410 (3sh)	Business Policy and Strategy	*Major Requirement	3
	BUS 416 (3sh)	Gov Regulations, Law, & Ethics in Business	*Major Requirement	3
	HIS 200 (3sh)	Contemporary World History	GER Requirement	3

Notes: (1) This is a sample schedule only--course and sequence may vary. (2) GER requirements not limited to courses listed in sample schedule. (3) Adult and Online Programs average 12sh per semester, three semester per year--Fall, Spring, & Summer

Total UMO Hours	67
Total Transferred Hours	59
Total Hours Completed	126