

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

Office Administration, AAS (A25370)

Bachelor of Arts: Business Management (05/19)

	<u>Bladen CC</u>	<u>Course Name</u>	<u>UMO Equivalencies</u>	<u>Degree Destination</u>	<u>Credit</u>
<i>Fall Semester One (18sh)</i>	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
<i>Spring Semester One (16-18sh)</i>	BUS 260 (3sh)	Business Communication	ENG 250/E (3sh)	GER Citizenship	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*)		Elective	3
<i>Fall Semester Two (16sh)</i>	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)		
	MAT 143 (3sh)	Quantitative Literacy	MAT 121/E/Q (3sh)	GER Quantitative Reasoning	3
<i>Spring Semester Two (15sh)</i>	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)	Elective	3
	PSY 150 (3sh)	General Psychology	PSY 100/E/SB (3sh)	GER Soc/Behavioral Science	3
	<i>PHI 240 recommended for transfer (3sh)</i>	<i>Hum. Elective (HUM 110, 115, or PHI 240)</i>		GER Global Understanding	3
Total Bladen CC Hours		65-67		Hours Transferring to UMO	56
				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 Business Management degree

Semester One (12sh) <i>Start of year One</i>	ENG 112 (3sh)	English Composition II	GER Requirement	3
	FIN 320 (3sh)	Corporation Finance	*Major Requirement	3
	MKT 351 (3sh)	Fundamentals of Marketing	*Major Requirement	3
	MGT 311 (3sh)	Fundamentals of Management	*Major Requirement	3
Semester Two (15sh)	BIO 100 (3sh)	Introductory Biology	GER Requirement	3
	BUS 302 (3sh)	Statistics for Behavioral Sciences	*Major Requirement	3
	HRM 322 (3sh)	Human Capital Management	*Major Requirement	3
	MGT 316 (3sh)	Organizational Behavior	*Major Requirement	3
	ACC 212 (3sh)	Principles of Accounting II	*Major Requirement	3
Semester Three (12sh)	ECO 301 (3sh)	Applied Economics for Managers	*Major Requirement	3
	REL 111 (3sh)	Introduction to Old Testament	GER Requirement	3
	BUS 370 (3sh)	International Business	*Major Requirement	3
	MIS 331 (3sh)	E-Business/E-Commerce	*Major Requirement	3
	ART 110 (3sh)	Art Appreciation	GER Requirement	3
Semester Four (14sh) <i>Start of year Two</i>	MGT 345 (3sh)	Operations & Supply Chain Management	*Major Requirement	3
	ENG 213 (3sh)	Perspectives in World Literature	GER Requirement	3
	HIS 223 (3sh)	Major Issues in American History	GER Requirement	3
	CHE 110 (4sh)	Introductory Chemistry	GER Requirement	4
	MGT 385 (3sh)	Entrepreneurship & Small Business Management	*Major Requirement	3
Semester Five (12sh)	BUS 410 (3sh)	Business Policy & Strategy	*Major Requirement	3
	BUS 416 (3sh)	Gov Regulations, Law, & Ethics in Business	*Major Requirement	3
	MGT 400 (3sh)	Organizational Development & Change	*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	70
Total Transferred Hours	56
Total Hours Completed	126