



**COHORT 3 SCHEDULE for Fall 2020 Registration**

**PROGRAM LAUNCH IN FALL 2020**

**AAS Business - ADMINISTRATIVE OFFICE PROFESSIONAL Concentration  
Evening Pathway - Beginning Fall 2020 - (Aug 2020 - May 2022)**

**Cohort 3 Plan**

**Hybrid- Seven Week, Online and Summer Classes**

Fall 2020	<u>1st Term Seven Weeks</u>	<u>Weds Evening</u>
Busn 1305	Intro to Business	5:00 - 6:50
Engl 1010	English Comp I	7:00 - 8:50
<b><u>2nd Term Seven Weeks</u></b>		
Busn 1300	Personal Finance	5:00 - 6:50
Inf 1010	Computer Applications	7:00 - 8:50
		<b>12 credits</b>

Spring 2021	<u>1st Term Seven Weeks</u>	<u>Weds Evening</u>
Econ 2010	Macroeconomics	5:00 - 6:50
Busn 1310	Business Communication	7:00 - 8:50
<b><u>2nd Term Seven Weeks</u></b>		
Econ 2010	Macroeconomics (Continued)	5:00 - 6:50
Comm 2025	Fundamentals of Speech	7:00 - 8:50
<b><u>Online Full Term</u></b>		
Busn 1370	Elective - Spreadsheet Apps	Online
		<b>12 credits</b>

Summer 2021		
<b><u>Full Term Ten Week Summer Session</u></b>		
Busn ____	Busn/Admn/CITC Elective	
Math ____	Math Course (Suggest Math 1530) ONLINE	
Humanities	Mus 1030 01W Online	
		<b>9 credits</b>

Fall 2021	<u>Full Fall Term</u>	<u>Weds Evening</u>
Acct 1010	Principles of Accounting 1	5:00-6:50
Admn 1309	Records Management	7:00 - 8:50
<b><u>Online Full Term</u></b>		
Admn 1311	Word Processing	Online
Busn 2370	Legal Environment of Business <i>ONLINE</i>	Online
		<b>12 credits</b>

Spring 2022	<u>1st Term Seven Weeks</u>	<u>Weds Evening</u>
Admn 2305	Office Procedures	5:00-6:50
Admn 1322	Presentation Applications	7:00 - 8:50
<b><u>2nd Term Seven Weeks</u></b>		
Admn 1308	Intro Desktop Publishing	5:00 - 6:50
Busn 2380	Marketing	7:00 - 8:50
<b><u>Full Term</u></b>		
Admn 2395	Internship	
		<b>15 credits</b>

**Associates of Applied Science, Business - Admin Prof Tech Concentration  
60 Credit Hour Degree Program**

Revised 3.13.20

AAS Business APT Cohort 3 Schedule F2020