Fort Peck Community College
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ADVISOR WORKSHEET

ASSOCIATE OF APPLIED SCIENCE – BUSINESS TECHNOLOGY
EFFECTIVE FALL 2021 – SUMMER 2023
Total Credit Requirements 59-60

Student _____
Date _____
Advisor _____

GENERAL EDUCATION REQUIREMENTS		CRS	SEMESTER			YEAR	GR	COMMENTS
	Communications - 3 Credits		**FA**	**SP**	**SU**			
WRIT 101/104	College Writing/Workplace Communications	3	FA	SP	SU			
	Computer Applications - 3 Credits							
CAPP 131	Basic MS Office	3	FA	SP	SU			
	Health - 2 Credits							
		2	FA	SP	SU			
	Human Relations - 1 Credits							
HS 100	Human Relations	1	FA	SP	SU			
	Mathematics - 3 Credits							
M 111/121	Technical Mathematics/College Algebra	3	FA	SP	SU			
	Native American Studies - 3 Credits							
		3	FA	SP	SU			
Total General Education credits required for degree		**15**						
PROGRAM OF STUDY COURSES		**CRS**	**SEMESTER**			**YEAR**	**GR**	**COMMENTS**
ACTG 201	Principles of Financial Accounting	4	FA	SP	SU			
ACTG 202	Principles of Managerial Accounting	4	FA	SP	SU			
Or	or							
ACTG 180	Payroll Accounting	3	FA	SP	SU			
ACTG 205	Computerized Accounting	3	FA	SP	SU			
BGEN 105	Introduction to Business	3	FA	SP	SU			
ACTG 291/298	Special Topics or Internship	4	FA	SP	SU			
BGEN 201	Business Ethics	3	FA	SP	SU			
BGEN 235	Business Law	3	FA	SP	SU			
BGEN 278	Writing the Business Plan	3	FA	SP	SU			
BGMT 235	Management	3	FA	SP	SU			
BMKT 225	Marketing	3	FA	SP	SU			
CAPP 156	Microsoft Excel	3	FA	SP	SU			
TASK 145	Records Management	3	FA	SP	SU			
AMGT 210	Office Success Strategies	3	FA	SP	SU			
WRIT 122	Intro to Business Writing	3	FA	SP	SU			
Total Program of Study credits required for degree.		**44-45**						
Total credits required for degree.		**59-60**						