

Highland Community College  
**Business and Accounting**  
Associate in Applied Science  
(60 total credit hours)

**BASIC SKILLS (6 Credits)**

**Composition and Speech (6)**

- \_\_\_ ENG101 Composition I (3) †
- \_\_\_ ENG102 Composition II: Literature and Research (3) †
- \_\_\_ ENG103 Composition II: Rhetoric and Research (3) †
- \_\_\_ ENG110 Technical Composition (3)
- \_\_\_ SP 101 Oral Communications (3)
- \_\_\_ SP 106 Public Speaking (3) †

**SOCIAL & BEHAVIORAL SCIENCES (3 Credits)**

- \_\_\_ BUS203 Macroeconomics (3) †

**HUMANITIES and FINE ARTS (3 Credits)**

**Art**

- \_\_\_ A 101 Art Appreciation (3) †
- \_\_\_ A 107 Drawing I (3) †
- \_\_\_ A 201 Art History Survey: Prehistoric to Medieval (3) †
- \_\_\_ A 202 Art Hist Survey: Renaissance to Contemp (3) †

**Business/Leadership**

- \_\_\_ IDS120 Introduction to Leadership Concepts (3) †

**Foreign Language**

- \_\_\_ LG 100 Conversational Spanish (2)
- \_\_\_ LG 101 Spanish I (5) †
- \_\_\_ LG 102 Spanish II (5) †
- \_\_\_ LG 201 Spanish III (3) †

**History**

- \_\_\_ HIS101 United States History to 1877 (3) †
- \_\_\_ HIS102 United States History since 1877 (3) †
- \_\_\_ HIS103 History of Western Civilization I (3) †
- \_\_\_ HIS104 History of Western Civilization II (3) †
- \_\_\_ HIS202 Introduction to Ancient History (3)

**Library Science**

- \_\_\_ LS 102 Children's Literature (3) †

**Literature**

- \_\_\_ ENG104 Introduction to Literature (3) †
- \_\_\_ ENG202 American Lit: Pre-Colonial to Civil War (3) †
- \_\_\_ ENG208 Introduction to Short Story (3)
- \_\_\_ ENG209 American Lit: Reconstruction to Pres (3) †
- \_\_\_ ENG210 World Lit: Beginnings to Renaissance (3)
- \_\_\_ ENG211 World Lit: Enlightenment to Present (3)
- \_\_\_ ENG212 British Literature: Middle Ages to 1800 (3)
- \_\_\_ ENG213 British Literature: 1800 to Present (3)
- \_\_\_ ENG215 Diverse Voices in Literature (3)

**Music**

- \_\_\_ M 103 Music History/Appreciation (3) †
- \_\_\_ M 146 Musical Theatre History (3) (= to TH 146)
- \_\_\_ M 162 Introduction to World Music (3)
- \_\_\_ M 223 History of Jazz (3)

**Philosophy**

- \_\_\_ PHI101 Introduction to Philosophy (3) †
- \_\_\_ PHI102 Introduction to Ethics (3) †
- \_\_\_ PHI103 Logic & Critical Thinking (3) †
- \_\_\_ PHI105 Religions of the World (3) †

**Photography**

- \_\_\_ PHO107 History of Photography (3)

**Speech**

- \_\_\_ SP 103 Oral Interpretation (3)
- \_\_\_ SP 105 Interpersonal Communication (3) †

**Theatre**

- \_\_\_ TH 105 Introduction to Drama (3)
- \_\_\_ TH 108 History/Appreciation of Theatre Arts (3) †
- \_\_\_ TH 146 Musical Theatre History (3) (= to M 146)
- \_\_\_ TH 208 Film Appreciation (3)

## **MATHEMATICS OR SCIENCES (3 Credits)**

### **Mathematics course (100 level or above)**

### **Natural Sciences**

- \_\_\_ BS 101 College Biology with lab (5) †
- \_\_\_ BS 104 Human Anatomy with lab (4) †
- \_\_\_ BS 105 Human Physiology with lab (4) †
- \_\_\_ BS 107 Intro to Environmental Sci. with lab (4) †
- \_\_\_ BS 110 Nutrition (3) †
- \_\_\_ BS 112 Nutrition for Health, Fitness and Sports w/lab (5)
- \_\_\_ BS 201 General Zoology with lab (5)
- \_\_\_ BS 202 General Botany with lab (5)
- \_\_\_ BS 203 Microbiology with lab (5)

### **Physical Science**

- \_\_\_ PS 101 College Physical Science with lab (5) †
- \_\_\_ PS 102 Concepts of Physics with lab (4)
- \_\_\_ PS 104 Physical Geology with lab (4) †
- \_\_\_ PS 107 General Chemistry with lab (5) †
- \_\_\_ PS 108 Astronomy with lab (4) †
- \_\_\_ PS 111 College Chemistry I with lab (5) †
- \_\_\_ PS 112 College Chemistry II with lab (5) †
- \_\_\_ PS 203 General Physics I with lab (5) †
- \_\_\_ PS 204 General Physics II with lab (5) †
- \_\_\_ PS 210 Organic Chemistry I with lab (5)
- \_\_\_ PS 215 College Physics I with lab (5) †
- \_\_\_ PS 216 College Physics II with lab (5) †

## **DEGREE REQUIREMENTS (45 Credits)**

### **Required Business Courses (27 Credits)**

- @BUS101 Introduction to Business (3) †
- @BUS102 Personal Finance (3) †
- @BUS103 Accounting I (3)\* †
- @BUS105 Accounting II (3)\* †
- @BUS117 Computerized Accounting (3)
- @BUS127 Principles of Entrepreneurship I (3)
- @BUS130 Microcomputer Applications I (3) †
- @BUS213 Business Communications (3)
- @BUS216 Managerial Accounting (3) †

### **Business Electives (18 Credits)**

- BUS112 The Business of Personal Training (3)
- @BUS115 Business Math Using Calculators (3)
- BUS125 Human Resources (3)
- @BUS133 Micro Applications I: Spreadsheet (3)
- @BUS139 Micro Applications I: Word Processing (3)
- BUS201 Principles of Management (3) †
- BUS204 Microeconomics (3) †
- BUS205 Business Law (3)
- BUS210 Marketing (3) †
- BUS230 Principles of Entrepreneurship II (3)
- MAT107 General Calculus & Linear Algebra (3) †
- MAT203 Basic Statistics (3) †

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## **Notes:**

@ indicates a degree requirement course that can be no more than 5 years old to count toward this AAS degree.

MAT103 Intermediate Algebra is the preferred Mathematics/Science course for this degree.

If MAT107 or MAT203 is used as the Math/Science credit, it will not count as a Business Elective course.

\*BUS200 Financial Accounting (4) can be taken instead of BUS103 Accounting I (3) and BUS105 Accounting II (3). Total Business Degree Requirement credit hours completed must still meet a minimum of 45 credits.

† This course is approved by the Kansas Board of Regents for System Wide Transfer (SWT) among all Kansas public postsecondary institutions offering an equivalent course. Additional courses may also be eligible for transfer. Please visit the Highland Registrar to learn more.