

BUSINESS STUDIES
BUSINESS ADMINISTRATION
 Human Resource Management Track
 Associate in Applied Science



Academic Plan Code 5202017129
 Academic Sub plan Code 520201715

Contact Information: Allison Smith			
Allison.Smith@kctcs.edu		270-534-3274	
Student Name	Student ID#		
	Course	Hours	Grade Semester
General Education			
	ENG 101 Writing I	3	
	COM 181 Basic Public Speaking OR	3	
	COM 252 Introduction to Interpersonal Communication	(3)	
	Any Economics Course	3	
	MAT 105 Business Mathematics OR	3	
	MAT 110 Applied Mathematics OR	(3)	
	MAT 150 College Algebra OR	(3)	
	Higher Quantitative Reasoning	(3)	
	Heritage/Humanities	3	
	Natural Sciences	3	
	Subtotal	18	
Technical Core			
	CIT 105 Introduction to Computers OR	3	
	OST 105 Introduction to Information Systems	(3)	
	ENG 102 Writing II OR	3	
	OST 235 Business Communications Technology	(3)	
	BAS 160 Introduction to Business	3	
	BAS 260 Professional Development and Protocol	2	
	BAS 267 Introduction to Business Law	3	
	BAS 270 Business Employability Seminar	1	
	BAS 282 Principles of Marketing	3	
	MKT 282 Principles of Marketing	(3)	
	BAS 283 Principles of Management	3	
	MGT 283 Principles of Management	(3)	
	ACC 201 Financial Accounting	3	
	ACC 202 Managerial Accounting	3	
	Subtotal	27	
	Total	45	
			Revised Date: 10/14/2019

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KENTUCKY COMMUNITY & TECHNICAL COLLEGE SYSTEM

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Course	Hours	Grade	Semester
Technical Courses			
Required:			
BAS 274 Human Resource Management	3		
BAS 287 Supervisory Management	3		
ACT 196 Payroll Accounting	3		
Choose 9 credit hours from the following Approved Technical Courses:			
BAS 280 Business Internship OR	1-4		
COE 199 Cooperative Education	(1-3)		
BAS 284 Applied Management Skills	3		
BAS 288 Personal & Organizational Leadership	3		
BAS 290 Management, Ethics & Society	3		
BAS 299 Selected Topics in Management	1-3		
OST 275 Office Management	3		
PSY 180 Human Relations	3		
BAS 201 Customer Service Improvement Skills	3		
BAS 212 Introduction to Financial Management OR	3		
Quantitative Reasoning Course	(3)		
BAS 110 Worksheets in Business Applications OR	3		
CIT 130 Productivity Software OR	(3)		
OST 240 Software Integration	(3)		
Subtotal	18		
Total Credits	63		

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Fall Semester		
Course No.	Course Title	Credit Hours
ENG 101	Writing I	3
BAS 160	Introduction to Business	3
CIT 105 OST 105	Introduction to Computers OR Introduction to Information Systems	3 (3)
MAT 105	Business Mathematics OR	3
MAT 110	Applied Mathematics OR	(3)
MAT 150	College Algebra OR	(3)
	Higher Quantitative Reasoning	(3)
	Natural Sciences	3
	Heritage/Humanities	3
Subtotal		18
Spring Semester		
Course No.	Course Title	Credit Hours
BAS 282	Principles of Marketing	3
BAS 283	Principles of Management	3
COM 181	Basic Public Speaking OR	3
COM 252	Introduction to Interpersonal Communication	(3)
ENG 102	Writing II OR	3
OST 235	Business Communications Technology	(3)
	Approved Technical Course	3
Subtotal		15

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Fall Semester		
Course No.	Course Title	Credit Hours
ACC 201	Financial Accounting	3
BAS 267	Introduction to Business Law	3
BAS 274	Human Resource Management	3
BAS 287	Supervisory Management	3
	Any Economics Course	3
Subtotal		15
Spring Semester		
Course No.	Course Title	Credit Hours
ACC 202	Managerial Accounting	3
ACT 196	Payroll Accounting	3
BAS 260	Professional Development and Protocol	2
BAS 270	Business Employability Seminar	1
	Approved Technical Courses	6
Subtotal		15
Total Credits		63
The Associate of Applied Science in Business Administration - Human Resource Management Track is accredited		