

Degree Term Guide

Management and Supervision, AAS BU510 (2014-2015)

ICCB Approved Total Program Hours: 64 Semester Hours

The following suggested schedule is based on full-time enrollment. Students planning to transfer to a senior institution should check with that institution for specific transfer requirements.

Mode of Delivery:
 T = Traditional classroom
 W = Online
 Q = Blended

Courses that are approved for the AA/AS degrees are **bolded**.

Program Prerequisites: Math 095 or appropriate COMPASS score or proof of high school geometry.

| First Semester | | | | | | |
|----------------------------------|---|--------------|------------------|----------------|-----------------|--|
| Course | Title | Credit Hours | Mode of Delivery | Pre Requisites | Term(s) Offered | Notes |
| BUS 101 | Introduction to Business | 3 | T,W,Q | | SP/SM/FL | |
| Social Science Elective | Select one course from Group II: Social Science | 3 | | | | |
| Humanities or Fine Arts Elective | Select one course from Group III: Humanities and Fine Arts | 3 | | | | |
| Math --General Education | Select one course from Group IV: Math | 3-4 | | | | Must meet appropriate Compass Test level |
| ENG 101 | Rhetoric | 3 | T,W,Q | | SP/SM/FL | Must meet appropriate Compass Test level |
| Total Semester Hours: | | 15-16 | | | | |

| Second Semester | | | | | | |
|------------------------|---|--------------|------------------|----------------|-----------------|--|
| Course | Title | Credit Hours | Mode of Delivery | Pre Requisites | Term(s) Offered | Notes |
| MGMT 101 | Principles of Management | 3 | T,W,Q | | SP/SM/FL | |
| ACCY 101 | Accounting I | 4 | T,W,Q | | SP/SM/FL | |
| Business Core Elective | Select one course from the list of Business Core Electives | 3 | | | | |
| SPCH 101 | Principles of Speech Communication | 3 | T,W,Q | | SP/SM/FL | Must meet appropriate Compass Test level |

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|------------------------------|--|--------------|--|--|--|--|
| Science--General Education | Select one course from Group IV: Sciences | 3-4 | | | | |
| Total Semester Hours: | | 16-17 | | | | |

| Third Semester | | | | | | |
|------------------------------|---|--------------|------------------|----------------|-----------------|-------|
| Course | Title | Credit Hours | Mode of Delivery | Pre Requisites | Term(s) Offered | Notes |
| BLAW 101 | Business Law I | 3 | T, W | | SP/SM/FL | |
| MGMT 102 | Human Relations | 3 | T,W,Q | | SP/SM/FL | |
| ECON 103 or ECON 107 | Principles of Economics I--Macro OR Consumer Econ | 3 | T,W,Q | | SP/SM/FL | |
| Business Core Elective | Select one course from the list of Business Core Electives | 3-4 | | | | |
| Business Core Elective | Select one course from the list of Business Core Electives | 3-4 | | | | |
| Total Semester Hours: | | 15-17 | | | | |

| Fourth Semester | | | | | | |
|------------------------------|---|--------------|------------------|----------------|-----------------|-------|
| Course | Title | Credit Hours | Mode of Delivery | Pre Requisites | Term(s) Offered | Notes |
| MGMT 220 | Entrepreneurship and Small Business Management | 3 | T,W | | SP/SM/FL | |
| MGMT 202 | Human Resource Management | 3 | T,W | | SP/SM/FL | |
| BUS 111 | Principles of Business Communication | 3 | T,W | | SP/SM/FL | |
| Business Core Elective | Select one course from the list of Business Core Electives | 3-4 | | | | |
| Business Core Elective | Select one course from the list of Business Core Electives | 3-4 | | | | |
| Total Semester Hours: | | 15-17 | | | | |

Graduation Requirements

To be awarded an Associate degree at Joliet Junior College, each student must meet the following requirements:

1. Satisfy all admission requirements.
2. Complete the courses required to earn the chosen degree. If the student is a transfer student with coursework taken elsewhere, he/she must complete a minimum of 60 credit hours of which the last 15 credit hours applicable to the degree are earned at Joliet Junior College. If the student has not taken the last 15 hours at JJC, then a total of 30 credit hours applicable to the degree must be earned at Joliet Junior college. Proficiency test, CLEP and Advanced Placement do not meet this requirement.
3. Earn a cumulative grade point average of at least 2.0.
4. Discharge all financial obligations to the college; have no restrictions.
5. File an application for graduation (An application should be filed at the time of registration for student's anticipated last semester).
6. Have on file in the Graduation office by the graduation filing date all transcripts from other colleges/universities that are to be evaluated for credit, to be applied toward a degree. A delay in the process may result in a later graduation date.

For More Information:

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