



Policy/Standard Name: Associate Degree Requirements– Associate of Science Oregon Transfer-Business (ASOT-BUS)

Policy/Standard Identifier: A113

Authority: Oregon Joint Boards Articulation Commission; Community Colleges and Workforce Development

Units responsible for review and update: Degrees and Certificates Committee, Registrar

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Responsibility: Vice President for Academic and Student Affairs

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Prior Versions: None (The degree existed, but it was inadvertently omitted from APS Handbook)

Associate Degree Requirements – Associate of Science Oregon Transfer-Business (ASOT-BUS)

The Associate of Science Oregon Transfer-Business (ASOT-BUS) degree is designed for students planning to transfer credits to any Oregon University System (OUS) school and seek entry into that institution's Business program. Students completing the ASOT-BUS will have met the lower-division General Education requirements of the OUS institution's baccalaureate degree programs. Students transferring will have junior status for registration purposes.

Admission to the Business school of an OUS institution is not guaranteed upon completion of the ASOT-BUS degree. Some institutions have specific requirements for admission to their Business program. Examples include: a higher minimum GPA requirement, a requirement that specific courses within the ASOT-BUS be taken for a letter grade (meaning that courses taken P/NP will not be accepted), or additional course work. It is strongly recommended students contact the specific OUS institution Business program early in the first term of their ASOT-BUS course work to be advised of admission requirements.

The ASOT-BUS is awarded to students who meet the following:

1. Associate Degree Comprehensive Requirements
2. Associate of Science Oregon Transfer-Business Requirements

All courses must be passed with a grade of "P" or "C" or better. Students must have a minimum cumulative GPA of 2.0 at the time the ASOT-BUS is awarded.

A. Foundational Requirements: Courses must be a minimum of 3 credits.

- **Writing:*** Writing: WR 121 and either WR 122 or WR 227. A student must have at least 8 credits of writing; student may need to complete WR 121, WR 122 and WR 227 to meet the 8 credit requirement.
- **Oral Communication:** COMM 111 or COMM 112 or SP 113

- **Math:*** A minimum of 3 courses MTH 111 or higher for which Intermediate Algebra is a prerequisite. One course must be Statistics.
- **Computer Applications:** Students must demonstrate proficiency in word processing, spreadsheet, database, and presentation software by the successful completion of BA 131 or CAS 133, and CAS 170 or CAS 171.

*Basic Competency Requirements for writing and math will be met by successfully completing these courses. The Information Literacy requirement is satisfied by successful completion of the Writing courses.

B. Discipline Studies: Students must complete at least 11 Discipline Studies courses from the General Education/Discipline Studies List. All courses in Discipline Studies must be a minimum of 3 credits. A course may count toward Foundational Requirements or Discipline Studies but not both.

- **Arts and Letters:** Complete at least 3 courses chosen from at least 2 disciplines in this area
- **Social Sciences:** Complete at least 4 courses chosen from at least 2 disciplines in this area. A minimum of 2 courses in Microeconomics and Macroeconomics must be included.
- **Science/Math/Computer Science:** Complete at least 4 courses in at least 2 disciplines. At least 3 of these courses must be laboratory courses in the biological or physical sciences. The fourth course can be one of the 3 math courses from the Foundational Requirements.
- **Cultural Literacy:** Students must select 1 course from any of the Discipline Studies that is designated as meeting the statewide criteria for cultural literacy (as indicated on the General Education/Discipline Studies List). This course can be one of the 11 required Discipline Studies courses.

C. Business-specific requirements: Each course must be completed with a "P" or "C" or better. BA 101, BA 211, BA 212, BA 213, and BA 226. BA 226 may be replaced by any other faculty-approved 200-level BA course.

D. Elective credit requirements: All candidates must complete elective credits to meet the overall requirement of 90 credits for this degree. Elective courses may be any number of credits. Elective credits may include any lower division collegiate course. A maximum of 12 credits of Career and Technical Education courses may be applied to this degree. One-credit MSD workshops may not be applied to this degree. A maximum of 3 credits of physical education (PE) may be applied to this degree.

University-Specific Prerequisites, Recommendations

Each OUS school has different requirements for its Business program; in some cases, meeting the minimum requirements of the ASOT-BUS degree will not fulfill the eligibility requirements for admission to the school's Business program. Examples of eligibility requirements include: a higher minimum GPA for admission than is required for the ASOT-BUS, a requirement that specific courses within the ASOT-BUS degree be taken for a letter grade (courses taken P/NP will not be accepted), or additional coursework beyond that included in the ASOT-BUS. Students are advised to contact their OUS destination institution Business program early in the first term of their ASOT-BUS course work to be advised of admission and additional course requirements beyond those stipulated above.