

Associate Degree Plan of Study: Office Administration, AAB

Office Administration, AAB		
COURSE #	COURSE TITLE	CREDITS
OAD 1101	Document Production I	3
OAD 1205	Office Procedures	3
MGT 1115	Customer Relations	2
ENG 1111	English I	3
ACC 1000	Accounting Concepts	3
FYE 1101	College Success	1
OAD 1102	Document Production II	3
OAD 1105	Business English	4
MGT 1105	Introduction to Business	2
MTH 1060	Business Mathematics	3
ITS 1105	Computer Concepts and Software Applications	3
COM 1120	Public Speaking I	3
EBE 1000	Employability Skills	1
ENG 2211	Business Communication	3
ITS 1205	Windows Concepts	1
MGT 1060	Organizational Behavior	3
SOC 1110 or SPN 1100	Introduction to Sociology or Survival Spanish	3
OAD 2703	Co-op Education / Internship	3
MGT 1120	Principles of Management	3
HRM 1725	Human Resource Management	3
PSY 1111	Introduction to Psychology	3
ITS 1238	Intermedial Spreadsheet	2
COM 1110 or COM 1170	Interpersonal Communication I or Small Group Communication	3
Total Credits		61

IWU General Education Requirements

(May be taken at IWU or any regionally accredited institution).

IWU Gen. Ed. Requirements	May Be Satisfied By:	Credits Satisfied
3 credits in Biblical Studies	Met with any Biblical Studies Course	0
3 credits in Philosophy, Biblical Studies, or Religion	Met with any Philosophy, Biblical Studies, or Religion Course	0
3 credits in English Written Communication	Met with ENG 1111	3
3 credits in English Written Communication	Met with ENG 2211	3
3 credits in English Oral Communication	Met with COM 1120 or COM 1110 or COM 1170	3
3 credits in Mathematics	Met with MTH 1060	3
3 credits in Natural Science	Met with any Natural Science Course	0
3 credits in Social or Behavioral Science	Met with SOC 1110	3
3 credits in Social or Behavioral Science	Met with PSY 1111	3
3 credits in Arts and Humanities	Met with any Arts and Humanities Course	0
Total Required: 30		18

• Credit is granted for undergraduate course work with a satisfactory grade (“C” or above) in a 100-level or higher course, or for graduate course work with a satisfactory grade (“B” or above) in a 500-level course or higher, taken at a college or university that is accredited by an accrediting agency recognized by both the U.S. Department of Education (ED) and the Council for Higher Education Accreditation (CHEA). This transfer guide is for National & Global courses of study only and is not meant to be used for purposes for IWU-Marion. *

IWU Bachelor Completion Plan of Study

B.S., Management (BSM)				
COURSE #	COURSE TITLE	CREDITS	EQUIVALENT COURSES	CREDITS SATISFIED IN ASSOCIATE DEGREE
	Foundational Course			
MGT 302	Management and Leadership	3		
	Devoe Entrepreneurship Courses			
ENT 301	The Business Idea	3		
ENT 302	The Customer Conversation	3		
ENT 303	The Culture and Operations of a Business	3		
ENT 304	The Cash Flow Story	3		
	Management Courses			
ADM 310	Digital Transformation for Managers	3		
MTT 437	Operations and Supply Chain Management	3		
MGT 445	Ethical and Legal Business Concepts	3		
ACC 305	Accounting and Financial Decision Making for Managers	3		
MKG 471	Applied Research in Marketing and Economics	3		
MGT 432	Organizational Behavior	3	MGT 1060	3
MGT 451	Quality and Project Decision-Making for Managers	3		
MGT 460	International Issues in Business	3		
MGT 465	Strategic Management	3		
Total Core Credits		42		3

Your Pathway to an IWU Bachelor Degree

IWU Bachelor Degrees (120 cr hrs)

Associate Degree Credits:	61
B.S. Core Credits Remaining:	39
Gen. Ed. Credits Remaining	12
Additional Credits Needed to Reach 120:	8

To Speak with an Enrollment Counselor Contact:

Toll Free 866-498-4968
iwuenroll@indwes.edu
www.indwes.edu/admissions/online/online-transfer

• Transfer pathways are produced as a service to associate degree students. Every effort is made to maintain up-to-date and accurate information; however, this information is subject to change. Such changes take precedence over the information on this guide. Students should work with their current advisor and an IWU advisor. Responsibility for complying with all applicable requirements ultimately rests with the student.

• Transfer pathways are intended as general guides and do not guarantee the transferability of credits. Official credit evaluations will be completed upon admission and receipt of official transcripts.