



First Year – Trinity Valley Community College

FIRST SEMESTER	SECOND SEMESTER
ACNT 1303 Introduction to Accounting	POFT 2401 Intermediate Keyboarding OR Business and Office Elective
POFT 1429 Basic Keyboarding OR POFT 2401 Intermediate Keyboarding	POFI 2301 Word Processing I
BMGT 1325 Office Management	BUSG 1366 Business and Office Practicum OR POFT 1309 Administrative Office Procedures
EDUC 1300/PSYC 1300 Learning Frameworks	BUSG 1301 Introduction to Business
ENGL 1301 English Composition	ECON 2301 Macroeconomics

Second Year – Trinity Valley Community College

It's best to apply to TWU a full semester before you plan to transfer. It will help if you submit a copy of this pathway with your application.

FIRST SEMESTER	SECOND SEMESTER
POFI 2340 Advanced Word Processing	BMGT 1341 Business Ethics
POFT 1301 Business English	POFI 2331 Desktop Publishing
HRPO 2307 Organizational Behavior	BCIS 1305 Business Computer Applications
POFT 2312 Business Correspondence and Communication	POFT 1120 Job Search Skills
MATH 1332 Contemporary Math	Language, Philosophy & Culture/Creative Arts

AAS: Business & Office Administration – Office Technology

You will need to apply for the associate's degree at your community college. Contact your advisor there for more information.

Third Year – Texas Woman's University

FIRST SEMESTER	SECOND SEMESTER
ⒸENGL 1023 Composition II ⁰¹⁰ (ENGL 1302)	ⒸCreative Arts ^{050*}
ⒸLife & Physical Science ^{030*}	ⒸLife & Physical Science ^{030*}
ⒸGOV 2013 U.S. Government ⁰⁷⁰ (GOVT 2305)	ⒸGOV 2023 Texas Government ⁰⁷⁰ (GOVT 2306)
ⒸHIST 1013 U.S. History I ⁰⁶⁰ (HIST 1301)	ⒸHIST 1023 U.S. History II ⁰⁶⁰ (HIST 1302)
BUS 3003 Principles of Management	ⒸBUS 3393 Law for Women ⁰⁹⁰

Fourth Year – Texas Woman's University

FIRST SEMESTER	SECOND SEMESTER
BUS 3273 Human Resource Management	BUS 4223 Human Behavior in Business Admin
BUS 3513 Professional Presentation Strategies	BUS 3243 Entrepreneurship
BUS 3113 Principles of Marketing	BUS 4903 ST: Finance for Small Business
BUS 3163 Business Communications	BUS 4903 ST: Info Systems/Data
BUS 3183 International Business ^{GP}	BUS 4343 Business Leadership Strategies

This is not an official degree plan. Check with an advisor; degree plans may change in later catalogs.

Part-time students may also follow this sequence. Developmental coursework may be required.

* You may take a different course to meet this requirement. A specific list is available from your advisor.

Ⓒ This course counts for the Core Curriculum at any public college or university in Texas.

() Course numbers shown in parentheses are equivalent to these courses at TWU.

GP-course satisfies 3 hr. global perspectives graduation requirement