



FVTC Program:
101066 – Administrative Professional

**Credit Transfer
Pathway
Academic Year:
2011-2012**



Silver Lake College

SLC Program:
Bachelor of Science with major in
Business Management

FVTC			Silver Lake College		
Course No.	Course Title	Credits	Course No.	Course Title	Credits
10-102-103	Business Law 1	3.00	BUS 203	Business Law I	3.00
10-105-102	Business Internship 2	2.00		Elective credit	2.00
10-106-101	Web Technologies	2.00		Elective credit	2.00
10-106-103	Intro to Admin Professional Careers	1.00		Elective credit	1.00
10-106-104	Business Technology Capstone	1.00		Elective credit	1.00
10-106-108	Business Writing and Formatting	3.00		Elective credit	3.00
10-106-109	Emerging Bus Trends & Technologies	2.00		Elective credit	2.00
10-106-118	Effective Business Practice	3.00		Elective credit	3.00
10-106-126	Administrative Management	3.00		Elective credit	3.00
10-106-128	Advanced Office Software Applications	3.00		Elective credit	3.00
10-106-134	Technological Resource Management	3.00		Elective credit	3.00
10-106-137	Project Management for the Office	1.00		Elective credit	1.00
10-106-140	Meeting & Event Mgmt Fundamentals	3.00		Elective credit	3.00
10-106-160	Business Relationship Dvlpment	2.00		Elective credit	2.00
10-106-164	Publication Design	3.00		Elective credit	3.00
10-106-166	Office Fundamentals	3.00		Elective credit	3.00
10-106-178	Presentation & Training Technqs	3.00		Elective credit	3.00
10-623-109	Introduction to Project Mgmt	1.00		Elective credit	1.00
Technical Studies		42.00			
10-801-195	Written Communication	3.00	ENG 111	Composition I	3.00
10-801-196	Oral/Interpersonal Comm	3.00	ENG 102	Public Speaking and Communictns	3.00
10-804-113	College Technical Math 1A	3.00	X	College-Level Math	3.00
10-809-166	Intro to Ethics: Theory & App	3.00		Elective credit	3.00
10-809-195	Economics	3.00	ECN 201	Macroeconomics	3.00
10-809-197	Contemporary Amer Society	3.00	SOC 101	Introductory to Sociology	3.00
10-809-199	Psychology of Human Relations	3.00	PSY 101	Introduction to Psychology	3.00
General Studies		21.00			
Suggested Electives					
10-103-174	Photoshop, Introduction to	1.00		Elective credit	1.00
10-106-182	Event Planning-Global	2.00		Elective credit	2.00
10-106-194	Office - Internship 1	1.00		Elective credit	1.00
10-140-110	Spanish 1 for Professionals	2.00		Elective credit	2.00
Electives		3.00			
Total credits needed to complete FVTC degree:		66.00	Total credits accepted:		66.00*
Additional SLC courses needed to complete SLC degree:					
Liberal Arts Course (27 credits)			Business Management Major (34 credits)		
LAS 101	Introduction to Liberal Art Studies	3	ACC 200	Financial Accounting	4
LAS 201	Civic Engagement & Social Justice	3	ACC 302	Managerial Accounting	3
LAS 401	Synthesis & Servant Leadership	3	BUS 210	Human Resource Management	3
ENG 112	Composition II	3	BUS 301	Principles of Finance	3
ENG 212	Literature & Art	3	BUS 302	Marketing	3
ESC 200	Science & Discovery	3	BUS 309 or MTH 271	Business Statistics or Probability & Statistics	3
HIS 205	Modern Historical Movements	3	BUS 310	Management & Org Behavior	3
PHL 202	Ethics	3	BUS 408	Integrated Operations Management	3
RLS 276	Exploring World Religions	3	BUS 475	Strategic Management	3
Computer competency (test out/college-level course)			ECN 202	Microeconomics	3
			MTH 206 or MTH 105	Applied Finite Math or Pre-calculus	3
<p>*Note: In addition to completing specific required courses, a minimum of 120 credits is required to complete an undergraduate degree. Transfer courses that do not meet specific course requirements may be accepted and applied as elective credits, if elective credits are needed.</p> <p>Disclaimer: Students planning to transfer should contact Silver Lake College for the most current transfer information.</p>					
Total credits needed to complete SLC bachelor degree with major in Business Management :					61