West Virginia University
POTOMAC STATE COLLEGE

Advisement Sheet

Student _____

Business Management Technology Degree (AAS) – FA23

Course Number/Name	Course	GEF	Cr.	Semester	Grade
First Year, Fall Semester			**14**		
ENGL 101 Introduction to Composition and Rhetoric		1	3		
BTEC 109 Business Mathematics			3		
BCOR 199 Introduction to Business			3		
CS 101 Intro to Computer Applications			4		
WVUE 191 First-Year Seminar			1		
First Year, Spring Semester			**15**		
MDS 270 Effective Public Speaking		4	3		
MATH 124 Algebra with Applications (or higher)		3	3		
BTEC 113 Spreadsheet Applications			3		
BTEC 103 Personnel Management			3		
Lower Level Major Elective *			3		
Second Year, Fall Semester			**16**		
ACCT 201 Principles of Accounting			3		
Lab Science		2B	4		
BCOR 299 Business Communications			3		
Lower Level Major Elective*			3		
Open Elective			3		
Second Year, Spring Semester			**15**		
ACCT 202 Principles of Accounting			3		
ECON 201 or ECON 202 (Economics)		8	3		
BTEC 225 Directed Experience			3		
Lower Level Major Elective*			3		
Lower Level Major Elective *			3		

Total Credits Required   **60**

*Students must choose 4 courses from below to complete the AAS degree. Additional courses from this list may be used as Open Electives.

*Lower Level Major Electives	
BTEC 106 Document Solutions (Fall)	BTEC 200 Customer Relations (Spring)
BTEC 202 Professionalism (Fall)	BTEC 205 Introduction to Online Marketing (Spring)
BTEC 211 Intro to Event Logistics (Fall)	BTEC 260 Computerized Accounting (Spring)
BTEC 295 Entrepreneurship (Fall)	CIS 112 Intro to Networking and Security (Spring)
CIS 118 Web Page Design (Fall)	PALM 200 Medical Terminology (Spring)
SAGE 280 Principles of Entrepreneurship (Fall)	
ECON 201 or ECON 202 (not used to fulfill GEF 8 in requirements listed above) (Spring and Fall)	