

**ASSOCIATE IN BUSINESS-SPECIAL REQUIREMENTS (ABUS-SR) DEGREE**  
**(Includes AGEC-B: Arizona General Education Curriculum-Business)**  
**Official MCCCDC Advisement Check Sheet**  
**2013-2014 Catalog Year**

The ABUS SR degree is designed for Computer Information Systems majors who plan to transfer to Arizona's public universities and for students who plan to complete lower division course work toward a baccalaureate program at other degree granting institutions. The Associate in Business General Requirements (ABUS GR) is designed for all other business majors. Additional information on academic majors at the Arizona public universities can be accessed via the following web site: [www.aztransfer.com/](http://www.aztransfer.com/)

**ALL GRADES MUST BE "C" OR BETTER**

**62-63 CREDITS (Numbered 100 and above) REQUIRED FOR DEGREE**

<b>NAME</b>	<b>ADVISOR / COLLEGE</b>	<b>UNIVERSITY MAJOR / CATALOG YEAR</b>
<b>ID</b>	<b>DATE</b>	<b>CODE: 8800 Computer Information Systems</b>

General education values are based on the semester in which credit was earned. See AGEC courses: [http://aztransfer.com/mccd\\_matrix](http://aztransfer.com/mccd_matrix)

<b>GENERAL EDUCATION AGEC-B CORE REQUIREMENTS*</b> (35 Credits)	<b>CREDITS</b>	<b>GRADE</b>	<b>SEMESTER</b>	<b>NOTES</b>
<b>First-Year Composition</b> (6 Credits)				
FYC - ENG 101 OR 107	3			
FYC - ENG 102 OR 108	3			
<b>Literacy &amp; Critical Inquiry</b> (3 credits)				
L -	3			
<b>Mathematical Studies</b> (6 Credits)				
MA - MAT 212 OR higher (See advisor for appropriate course for major)	3			
CS - CIS 105	3			
<b>Humanities and Fine Arts</b> (6 Credits) Students are encouraged to choose courses from more than one discipline for a total of six semester credits.				
HU -	3			
HU -	3			
<b>Social and Behavioral Sciences</b> (6 Credits) Students are encouraged to choose courses from more than one discipline for a total of six semester credits.				
SB -	3			
SB -	3			
<b>Natural Sciences</b> (8 Credits) Two lab sciences are required. Only one course may be SG.				
SQ -	4			
SQ OR SG -	4			

**AWARENESS AREAS** May be shared with core

<b>Cultural Diversity in the U.S. (C)</b>	<b>CR</b>	<b>GR</b>	<b>SEM</b>	<b>Historical (H) or Global (G) Awareness</b>	<b>CR</b>	<b>GR</b>	<b>SEM</b>
	0-3				0-3		

**COMMON LOWER DIVISION PROGRAM REQUIREMENTS\*** (27 Credits) May be shared with Core

(ACC 111, 230 & 240) OR (ACC 211 & 212) OR (ACC 111, 112 & 212)	6			GBS 220 OR MAT 217 OR MAT 218 (Students planning to attend ASU W.P. Carey will be required to take MAT 217 or MAT 218.)	3		
CIS 162AD	3			GBS 221	3		
CIS 250	3			ECN 211	3		
GBS 205	3			ECN 212	3		

**GENERAL ELECTIVES TO COMPLETE 62 CREDIT MINIMUM\*** (0-6 credits)

Recommend courses from common course list, major guide and/or applicable university transfer guide. See [www.aztransfer.com](http://www.aztransfer.com)

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\* See the Academic Policies governing this degree, presented on the following page, for information on course selection to fulfill AGEC and Electives areas.

**Notes:** Check with advisement / records offices for the posting of AGEC certification on official transcripts for block transfer. Students are responsible for proper selection of courses and verification of course work applicability with their transfer university.

All information published is subject to change without notice. Every effort has been made to ensure the accuracy of information presented, but based on the dynamic nature of the curricular process, course and program information is subject to change in order to reflect the most current information available.

## Academic Policies that Govern the Associate in Business Special Requirements Degree:

- Requires 62-63 semester credits in courses numbered 100 and above to be completed with a grade of “C” or better. Credit units transferred from outside of the district need to be at a grade of “C” or better. A grade of “C” equals 2.0 on a 4.0 grading scale or equivalent. On an exception basis, P-grades may be allowed in the AGECEC for credit transferred if documentation collected by the community college indicates that the P-grade issued was the only option for the student and the P-grade is a “C” or better. The P-grade exception does not apply to credits awarded by AGECEC granting/receiving institutions;
- Credit received through prior learning assessment or credit by evaluation is transferable within the Maricopa Community Colleges but is not necessarily transferable to other colleges and universities. No more than 20 semester credit hours may be applied toward AGECEC.
- Uses the following policies to help students complete the required Core and Awareness Areas in AGECEC B without exceeding the 35 semester credits:
  - Courses can satisfy a Core Area and one or two Awareness Areas simultaneously.
  - A course cannot be used to satisfy more than one Core Area requirement.

- Uses the following policy to help students complete the program requirements at a minimum of 62 semester credits but not more than 63 semester credits:

Courses can satisfy multiple areas within the degree simultaneously (AGECEC B Core Area, AGECEC B Awareness Area, and/or Common Lower Division Program Requirements)

- Follows the general education policy below:

### General Education Designations (example: (FYC), [SB], [HU], etc.)

Effective Fall 2000 the course evaluation and/or general education designation, as listed in the Arizona CEG (Course Equivalency Guide) within the Arizona Course Applicability System (AZCAS) is valid for the term in which the student is awarded credit on the transcript. A course evaluation and/or general education designation may be subject to change. Given that curriculum is dynamic at both MCCCDC and the institutions to which MCCCDC students transfer, students have the option to petition for course evaluations and/or general education designations

- Requires courses that transfer as an equivalent course, departmental elective credit (XXXXDEC), or general elective credit (Elective) at all Arizona public universities according to the Arizona Course Equivalency Guide (CEG). The course evaluation and/or general education designation as listed in AZCAS is valid for the term in which the student is awarded credit on the transcript
- Follows the graduation policies within the general catalog
- Includes both courses and their modular equivalents, either the course or the modular equivalents will satisfy the Associate in Business Special Requirements
- Accepts one of the courses that is cross-referenced with other courses
- Provides for exemption from Arizona university admission requirements for students who complete the ABus SR degree from a regionally accredited post-secondary institution with a minimum 2.0 on a 4.0=A scale for Arizona residents and a minimum 2.5 on a 4.0=A scale for non-residents.

### Policies Supporting Student Success

Students who will be attending college for the first time (including students who received MCCCDC credits through Dual/Concurrent Enrollment, ACE, Hoop of Learning, or any MCCCDC early outreach program) and intend to earn a degree or transfer to a college/university will be required to:

- meet with an academic advisor prior to the start of their first semester at a MCCCDC college;
- attend New Student Orientation prior to the start of their first semester.

Students who will be attending college for the first time (including students who received MCCCDC credits through Dual/Concurrent Enrollment, ACE, Hoop of Learning, or any MCCCDC early outreach program) and intend to earn an degree or transfer on to a college/university, and who test into one or more developmental education courses will be required to complete a college success course (CPD/AAA150 or CPD/AAA115) at a MCCCDC college.

Students who test into courses that are below college level (i.e., below 100-level) will be advised and placed into the courses within the first two semesters enrolled.

Students are required to complete a course placement test under any one of the following conditions:

- The student is taking his or her first college credit English, reading or math course, or any college course for which English, reading or math is a prerequisite.
- The student is pursuing a degree or transfer pathway and does not have current valid district approved course placement scores on file or does not have previous college credit in English, reading and math.
- A student who is taking his/her first English as a Second Language class and who does not speak English as his/her primary language must take an English proficiency test.