

## PS – Personnel Specialist

### Your roadmap to an A.A.S. Degree in Business Studies

	MILITARY CREDIT EARNED							
	E3	E4	E5	E6	E7	E8	E9	
<b>GENERAL EDUCATION REQUIREMENTS</b>								
<b>Basic Skills Core</b>	<b>9</b>							
ENGL 101 English Composition I	3							
MATH/MATT (100 level or above)**	3							
SPCH 143 Speech or SPCH 148 Interpersonal Communication	3			3	3	3	3	3
<b>Liberal Education Core</b>	<b>16</b>							
Computer Awareness Elective	1		1	1	1	1	1	1
PFWL 100 Lifetime Fitness/Wellness	2	2	2	2	2	2	2	2
ERTH 100 Earth Science-or- CHEM 107 World of Chemistry	4							
PSYC 142 General Psychology	3							
Humanities, Math, Science Broad Core or Social Science	3							
ENGL 108 Technical Writing	3			3	3	3	3	3
<b>MAJOR PROGRAM REQUIREMENTS</b>	<b>37</b>							
<b>BASIC PROFESSIONAL COMPONENTS</b>	<b>9</b>							
OADM 161 Word Processing	3		3	3	3	3	3	3
ACCT 100 Basic College Accounting	3			3	3	3	3	3
MGMT 100 Introduction to Business	3							
<b>APPROVED BUSINESS ELECTIVES</b>	<b>21</b>							
BLAW 203 Legal Environment of Business*	3							
MGMT 250 Introduction to Management	3					3	3	3
MGMT 256 Human Resource Management	3					3	3	3
MGMT 257 Supervision	3				3	3	3	3
MGMT 280 Introduction to Marketing	3							
OADM 155 Records Management	3		3	3	3	3	3	3
OADM 260 Office Management	3	3	3	3	3	3	3	3
<b>MILITARY ELECTIVES</b>	<b>7</b>							
HLTH 211 First Aid	2	2	2	2	2	2	2	2
EDUC 290 Initial Experiences in Education	3					3	3	3
MILI 202 Leadership and Teamwork	2	2	2	2	2	2	2	2
<b>TOTAL CREDIT FOR NAVY TRAINING/EXPERIENCE</b>		<b>7</b>	<b>14</b>	<b>20</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>

\* Meets reading, writing and speaking intensive requirements for graduation. Reading, writing and speaking intensive courses must be taken after completion of ENGL 101 and SPCH 143 or 148.

\*\*Must earn a C or better in one (1) 100-level or higher MATT mathematics course or MATH 101 and then pass a standardized test prior to graduation.

Some courses may require placement testing or prerequisites. Please contact a Vincennes University Advisor before enrolling.

Additional credits may be awarded for other training and occupational experience received from official military transcript.

**RESIDENCY REQUIREMENT:** A total of 15 semester hours of college coursework, 6 of which must be taken through Vincennes University (including the reading, writing and speaking intensive course).