

Associate of Science Oregon Transfer: Business

The Associate of Science Oregon Transfer in Business (ASOT-Business) degree has business-focused lower division general education requirements accepted by public universities in Oregon, and electives tailored for requirements at each intended transfer institution. Students transferring with this degree will have junior standing for registration purposes.

The ASOT-Business degree does not guarantee admission to Oregon universities, admission to a competitive business major, or junior standing in a major. Course, class standing, or GPA requirements for specific majors, departments, or schools are not necessarily satisfied by an ASOT-Business degree.

Each student is strongly encouraged to work with an academic advisor or counselor to select degree requirement courses that align with requirements at an intended transfer institution. Careful advising especially is needed for this degree program, as requirements at institutions vary, and elective choices differ depending on the intended transfer institution. Each student must contact the specific business school/program early in the first year of an ASOT-Business degree to be advised about additional requirements and procedures for admission consideration to the transfer institution and the Business school/program.

Guidelines

1. Complete a total of 90 credits with a minimum of 24 credits earned at Lane to be awarded the ASOT-Business.
2. All courses should be aligned with the student's program of study and the degree requirements of the intended transfer institution. Transfer students are encouraged to work with an academic advisor or counselor in the selection of courses.
3. All Foundational and Discipline Studies courses must be a minimum of 3 credits. All Elective courses may be any number of credits.
4. All courses must be passed with a grade of "C-" or better or P grade. Maximum 16 credits "P" may be used toward degree. This limit does not include courses only offered P/NP.
5. Cumulative Lane GPA must be at least 2.0 at the time the Associate of Science Oregon Transfer-Business degree is awarded.

I. Foundational Skills

Each student must see an academic advisor or counselor to determine which course(s) will best meet the requirements of an intended transfer institution.

Writing

Nine credits of WR121 or WR121_H, WR122 or WR122_H, and WR227, OR

Eight credits of WR121 or WR121_H and either WR122 or WR122_H or WR227.

Meets the Information Literacy requirement.

Oral Communications

One course in the fundamentals of speech: COMM 100, 105, 111, 112, 115, 130, 218, 219, 220, 262.

Mathematics

Three courses MTH 105 and above, one of which must be MTH 243.

Computer Applications

Proficiency in word-processing, spreadsheet, database, and presentation software as demonstrated by successful completion of appropriate courses. CIS 101, CS 120.

II. Discipline Studies

In addition to courses used for Foundational Skills, students must select additional courses in the areas identified below.

Arts/Letters

Three courses from the previous approved list chosen from at least two disciplines.

Social Sciences

Four courses from approved AAOT list, with a minimum of two courses in "principles of economics" (to include microeconomics and macroeconomics) at the 200 level.

Science

Four courses from at least two disciplines including at least three laboratory courses in the biological and/or physical sciences from the previous approved AAOT list.

Cultural Literacy

One course from any discipline studies courses designated as meeting the statewide criteria for cultural literacy. Courses approved for the Cultural Literacy requirement are marked with an (*) in the discipline studies lists of courses on the following pages. The credits for such courses only will be counted once toward the 90 credits required to complete the degree.

III. Business-Specific Requirements

BA 101 Introduction to Business, 4 credits

BA 211 Fundamentals of Financial Accounting and

BA 213 Decision Making with Accounting Information, 8 credits

BA 226 Business Law 1 (or other advisor-approved Business course from the list below), 4 credits

Check with a business advisor if you intend to substitute one of the courses below for BA 226 Business Law. Some public universities in Oregon require BA 226.

BA 206 Management Fundamentals

BA 223 Marketing

BA 224 Human Resource Management

BA 227 Law of Business Transactions

BA 242 Fundamentals of Investments

BA 249 Retailing

BA 278 Leadership and Team Building

BA 280 Cooperative Education

BA 281 Personal Finance

IV. Electives and University-Specific Prerequisites

Any college-level courses that will bring total credits to 90 quarter hours including up to 12 credits of Career Technical Education. See the index for Career Technical course prefixes.

- Policies on accepting career technical credits vary at the four-year colleges in Oregon. Consult an academic advisor about taking career technical courses as electives for transfer to a four-year institution.
- Up to 18 credits of Cooperative Education may be included as electives. See Cooperative Education/Internships in the course descriptions.
- Up to 12 credits of Individual Music Lessons (MUP) may be included as electives.
- Up to 12 credits of Physical Education activity may be included within the entire degree (Electives and Health/Wellness Fitness).
- WR 115 may be included in the degree as an elective if completed summer 1999 or later.

Consult Lane's Counseling and Advising department for list of university-specific prerequisites and recommended coursework. Please note: Prerequisites and recommendations of specific institutions may change without notice.

Notes

1. Choose courses numbered 100 or higher. Although they are important in terms of preparation, courses that are developmental in nature are designed to prepare students for college-level work and are not counted in the 90 quarter hours required for the ASOT-Business. Course numbers 001-099 identify these courses (e.g., RD 090 or WR 080). Additionally, the following courses are considered developmental: ENG 110, 116, 117; MTH 100; RD 115; WR 110, 115 (taken before summer 1999) or 120.
2. Foundational Skills are open to demonstration of proficiency. For information on waiver testing or credit for prior learning, contact a counselor or academic advisor. Waiver testing is not the same as placement testing.
3. Second year foreign language courses, but not first year, may be included among courses that count toward the Arts and Letters requirement. American Sign Language (ASL) is considered a foreign language.
4. Transfer students graduating from high school in 1997 and thereafter, must meet the second language admissions requirement:
 - two terms of a college-level second language with an average grade of C- or above, OR
 - two years of the same high school-level second language with an average grade of C- or above, OR
 - satisfactory performance on an approved second language assessment of proficiency. Demonstrated proficiency in American Sign Language meets this second language admission requirement.
5. Credit-by-Exam and Credit-by-Assessment may comprise up to 22 credits of degree.
6. Some courses may be repeatable. Repeatable courses may be used once to meet a Discipline Studies requirement. Any additional allowable repeats may be used to meet Elective requirements. Repeating courses may not help you progress toward program completion. Read the course description to understand how many times the course may be repeated. Most Independent Study courses and all PE activity courses may be repeated. Read your program of study to understand if and how a repeat will be applied to your program.
7. Lower-division college level courses (100 and 200-level) taken at Lane may not meet the requirements of an upper-division course with a similar title and content offered by public universities in Oregon. In such cases, the courses in question will normally transfer as electives.
8. Courses numbered 199, 280, 298, or 299 count as electives, and do not meet Discipline Studies requirements. Courses numbered 199 and 299 are experimental, and may later be reviewed and approved for Discipline Studies. Consult an academic advisor or counselor.