

# Transfer Advising Sheet for Business Administration Program

Florida Community College at Jacksonville  
Associate of Arts Degree

Articulated Program with Nova Southeastern University  
Bachelor of Science in Business Administration

## Three + One Agreement

**The 3 + 1 articulation agreement for A.A. with Intended Transfer Major of Business Administration with Nova Southeastern University (NSU) for the B.S. Business Administration program has been cancelled, due to changes in NSU curriculum. Florida Community College at Jacksonville students presently in the A.A. Business Administration matriculating in Fall 2007 into Nova Southeastern University B.S. Business Administration program shall be allowed to complete the NSU B.S. Business Administration degree under the terms outlined in the articulation agreement. Please note that a new articulation agreement is under development for FCCJ A.A. students interested in this program, but have not yet applied to NSU.**

This transfer institution has agreed to accept the specified associate's degree from FCCJ. The FCCJ graduate will be accepted at the senior level, and is required to complete the equivalent of three years of full-time coursework to complete the specified bachelor's degree. The following chart shows the specific courses that the FCCJ student is required to take to meet the guidelines of the articulation agreement with the transfer institution.

It is very important to make sure that your Program of Study at FCCJ is Associate of Arts degree. If you do not plan to transfer to this specific transfer institution, please follow the Program of Study, as specified in the College Catalog.

### FCCJ Curriculum

#### General Education Requirements to be taken at FCCJ as part of AA degree

Course Number	Course Title	Requirement Met General Ed/Prerequisite	Gordon Writing/Math	Semester Hours
ENC 1101	English Composition I	GE	G (W)	3
ENC 1102	Writing About Non-Fiction	GE	G (W)	3
SPC 2016	Speech Communication for Business and the Professions	PR	G (W)	3
MAC 1105	College Algebra	GE	G (M)	3
STA 2023	Elementary Statistics	GE	G (M)	3
XXXX	Select from Humanities Category A of AA General Education Requirements	GE	G W)	3
XXXX	Select MUL 1010 or an ARH course from Humanities Category B from AA General Education Requirements	GE	G (W)	3
POS 2041	American Federal Government	GE	G (W)	3
ECO 2013	Principles of Economics I	GE		3
XXXX	Select from Social and Behavioral Sciences Category C from AA General Education Requirements	GE		3
XXXX**	Natural Science	GE		3
XXXX*	Natural Science	GE		3
<b>Total Hours</b>				<b>36</b>

#### Business Administration (Major) Requirements

Course Number	Course Title	Requirement Met General	Gordon Writing/Math	Semester Hours
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		Ed/Prerequisite		
ECO 2023	Principles of Economics II	PR		3
CGS 1100	Microcomputer Applications for Business and Economics	PR		4
GEB 1011	Introduction to Business			3
MAN 2021	Principles of Management	PR		3
BUL 2131	Business Law I – The Legal Environment of Business	PR		3
ACG 2021	Financial Accounting	PR		4
ACG 2071	Managerial Accounting***	PR		3
MAN 2043	Quality Management	PR		3
FIN 2000	Principles of Finance	PR		3
CGS 2554	Introduction to E-business			4
XXXX	Select 6 additional courses approved by NSU			18
XXXX	Select 2 additional General Education courses approved by NSU			6
<b>Total Hours</b>				<b>57</b>

**TOTAL FCCJ HOURS**

**93^**

^NSU will accept 90 credits for transfer under this 3 + 1 agreement. The four credit courses only transfer as three credit courses, thus the loss of three credit hours.

**General Education Notes:**

- Please review the Florida Community College Catalog for General Education Requirements (GER).
- Students will complete additional General Education courses at NSU. Students must meet the NSU General Education Requirements.
- CLAST (College Level Academic Skills Test): The CLAST is a graduation requirement for the associate in arts degree in the community college system of Florida. Passing all four subsets of the CLAST exam, or satisfying a CLAST exemption, is a requirement for meeting the associate of arts degree graduation requirement.
- Foreign Language Requirement does not apply to students transferring to Nova Southeastern University.
- All General Education courses require a grade of “C” or above.

**Prerequisite and Elective Notes:**

- All prerequisite courses require a grade of “C” or above.
- A major prerequisite course may satisfy both FCCJ General Education Requirements and NSU Major Prerequisites. Please review the General Education Requirements and talk with an advisor.

**Other Notes:**

- Students must complete the Information Literacy Assessment requirement prior to graduation from FCCJ.
- Qualified students will have earned a grade point average of **2.0** and will have completed the AA degree (a minimum of 60 semester hours) before transferring. Students who maintain a 2.75 GPA or higher at FCCJ will be eligible to apply for admission into the dual admit Bachelors/Master degree plan.
- NSU will accept 90 of the 93 hours for transfer into the BS Business Administration degree. No more than 90 semester hours of credit may be transferred toward completion of the degree requirements at NSU.
- Courses in which students have earned a grade of “C” or higher will be accepted for transfer. A limited number of courses with grades of “D” may be transferred as determined by NSU. Additionally, if a student receives a grade of “D” in a required writing or mathematics course, or in a course that is a prerequisite or requirement in the major, the course must be repeated for graduation.
- Students who complete their FCCJ course work under the terms of the catalog in effect during the term of their registration must graduate within five years or they will automatically be reassigned to the catalog in effect during their fifth year.
- If you do not plan to transfer to this specific transfer institution, please follow the Program of Study, as specified in the College Catalog.

**Please check with a Florida Community College advisor or counselor for more information.**

FCCJ: Open Campus, Learner Support Center: (904) 646-2300  
Downtown Campus, Counseling and Advising Office: (904) 633-8212  
Kent Campus, Counseling and Advising Office: (904) 381-3611  
North Campus, Counseling and Advising Office: (904) 766-6700

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South Campus, Counseling and Advising Office: (904) 646-2424  
 NSU: Admissions Office: (800) 338-4723 ext 8000

**For a list of the courses that Florida Community College graduates will complete at the transfer institution, please see the chart below. Please visit the website of the transfer institution for more information about the program.**

**NSU Curriculum**

**NSU General Education Requirements**

Course Number	Course Title	Requirement Met General Ed/Prerequisite	Gordon Writing/Math	Semester Hours
PSYC 2330	Interpersonal Communication	GE		3
<b>Total Hours</b>				<b>3</b>

**NSU Business Administration Major Requirements**

Course Number	Course Title	Requirement Met General Ed/Prerequisite	Gordon Writing/Math	Semester Hours
BUSS 3550	Introduction to International Business			3
BUSS 4610	Business Research Methods			3
BUSS 4880	Business Strategy and Policy			3
FINC 3010	Corporation Finance			3
MGMT 3660	Management Information Systems			3
MGMT 3880	Operations Management			3
MGMT 4160	Human Resource Management			3
MGMT 4170	Organization Behavior			3
MRKT 3050	Marketing Principles and Applications			3
<b>Total Hours</b>				<b>27</b>

**TOTAL NSU HOURS FOR BS DEGREE 30**

**TOTAL FCCJ HOURS ACCEPTED FOR TRANSFER 90^**

**TOTAL DEGREE REQUIREMENTS 120**

^ NSU will accept 90 credits for transfer under this 3 + 1 agreement. The four credit courses only transfer as three credit courses, thus the loss of three credit hours.