

Transfer Advising Sheet for Business and Professional Management Program

Florida Community College at Jacksonville
Associate of Applied Science Degree in Business Administration

Articulated Program with Nova Southeastern University
Bachelor of Science in Business and Professional Management

This transfer institution has agreed to accept the specified associate's degree from FCCJ. The FCCJ graduate will be accepted at the junior level, and is required to complete the equivalent of two 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 Applied Science in Business Administration. 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 AAS Business Administration degree

Course Number	Course Title	Requirement Met General Ed/Prerequisite	Gordon Writing/Math	Semester Hours
ENC 1101	English Composition I	GE	6,000 words G (W)	3
XXXX	Select Mathematics from AAS General Education Requirements	GE	G (M)	3
SOP 1002	Human Relations	GE		3
ECO 2013	Principles of Economics I	GE, PR		3
XXXX	Select Humanities course from AS General Education Requirements**	GE	3,500 words G (W)	3
Total Hours				15

** If student takes LIT 2100 at FCCJ, it may satisfy the NSU Humanities General Education requirement.

Required Professional Courses

Course Number	Course Title	Requirement Met General Ed/Prerequisite	Gordon Writing/Math	Semester Hours
GEB 1011	Introduction to Business			3
MAN 2021	Principles of Management	PR		3
MAR 1011	Principles of Marketing	PR		3
BUL 2131	Business Law I – The Legal Environment of Business	PR		3
OST 2335	Applied Business Communications	PR		3
ACG 2021	Financial Accounting*	PR		4
CGS 1100 Or CGS 1570	Microcomputer Applications for Business and Economics* Or Microcomputer Applications*	PR		4
CGS 2554	Introduction to e-Business*	PR		4
FIN 2000	Principles of Finance	PR		3
MAN 2300	Human Resource Management	PR		3
BUL 2242	Business Law II	PR		3
MAN 2125	Supervision and Performance Improvement	PR		3
OST 1581	Professional Development in the Work Environment	PR		3
MAR 1943	Internship			3

Total Hours				49
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*NSU will only accept 3 of the 4 credits for this FCCJ course.

Professional Electives (minimum 6 credit hours)

Course Number	Course Title	Requirement Met General Ed/Prerequisite	Gordon Writing/Math	Semester Hours
ACG 2071	Managerial Accounting			3
ADV 2000	Advertising			3
CTE 1401	Basic Textiles			3
FIN 2100	Personal Finance			3
MAN 2043	Quality Management			3
MAN 2582	Introduction to Project Management			3
SBM 2000	Small Business Management			3
MKA 1425	Retail Merchandising			3
MKA 2424	Retail Buying			3
MKA 1104	Visual Merchandising			3
MKA 2951	Field Study Tours			3
MKA 1021	Salesmanship			3
OST 1384	Introduction to Customer Service			3
MAR 2612	Marketing Research			3
REE 1040	Real Estate Principles and Practice*			4
Total Hours				6

TOTAL FCCJ HOURS

64

*NSU will only accept 3 of the 4 credits for this FCCJ course.

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. It may be possible to complete some of these at FCCJ after completion of the AAS degree. Please check with your NSU advisor.
- CLAST (College Level Academic Skills Test): The CLAST graduation requirement does not apply to associate of applied science students transferring to Nova Southeastern University.
- 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:

- Qualified students will have earned a grade point average of **2.0** and will have completed the AAS Business Administration degree (a minimum of 64 semester hours) before transferring.
- NSU will accept 63 of the 64 hours of the AAS degree 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

Revised 10.26.05

North Campus, Counseling and Advising Office: (904) 766-6700

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
XXXX	Select ARTS, HIST, HUMN, LITR, or PHIL**	GE		3
POLS 1010	American Government and Politics	GE		3
PSYC 2330	Interpersonal Communication	GE		3
SPCH 3120	Speech Communication for the Professions	GE		3
WRIT 2150	Writing for the Professions	GE		3
XXXX	Select from NSU Freshmen and Sophomore Requirements	GE		6
Total Hours				21

** If student takes LIT 2100 at FCCJ, it may satisfy the NSU Humanities General Education requirement.

NSU Professional Management Major Requirements

Course Number	Course Title	Requirement Met General Ed/Prerequisite	Gordon Writing/Math	Semester Hours
BUSS 4610	Business Research Methods			3
BUSS 4880	Business Strategy and Policy			3
FINC 3010	Corporation Finance			3
MGMT 3660	Management Information Systems			3
MATH 3020	Applied Statistics			3
MGMT 4170	Organization Behavior			3
MRKT 3050	Marketing Principles and Applications			3
XXXX	Select from approved list of Open Electives from NSU School of Business and Entrepreneurship			6 [^]
XXXX	Select from approved list of Professional Management Concentration area courses at NSU			9
Total Hours				36[^]

TOTAL NSU HOURS FOR BS DEGREE

57

TOTAL DEGREE REQUIREMENTS

120

[^] Total number of open electives will depend on selection of general education courses.