

Transfer Advising Sheet for Business Administration Program

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

Articulated Program with University of West Florida
Bachelor of Science in Business Administration Degree

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 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 AS Business Administration 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
MAC 1105	College Algebra	GE, PR	G (M)	3
XXXX	Social and Behavioral Science - select course that meets both AS and AA General Education Requirements	GE	G (W)	3
XXXX	Humanities: select course that meets both AS and AA General Education Requirements	GE	G (W)	3
TOTAL HOURS				15

Required FCCJ Professional Courses

Course Number	Course Title	Requirement Met General Ed/Prerequisite	Gordon Writing/Math	Semester Hours
AGC 2021	Financial Accounting	PR		4
CGS 1100	Microcomputer Applications for Business and Economics	PR		4
QMB 2100 or STA 2023	Business Statistics or Elementary Statistics	PR		3
ECO 2013	Principles of Economics I	GE/PR		3
ECO 2023	Principles of Economics II	PR		3
ACG 2071	Managerial Accounting	PR		3
GEB 1011	Introduction to Business			3
MAN 2021	Principles of Management			3
MAR 1011	Principles of Marketing			3
BUL 2131	Business Law I – The Legal Environment of Business			3
MAC 2233	Calculus for Business and Social Science	GE, PR		3

SPC 2600	Fundamentals of Public Speaking	GE	G (W)	3
*XXXX	Natural Science with Lab	GE		4
*XXXX	Natural Science	GE		3
MAN 1942	Internship			2
XXXX	Professional Electives**			2
TOTAL HOURS				49

*The science requirement consists of a science lecture and accompanying lab and an additional science lecture course. One lecture course cannot be used to fulfill both requirements.

**Professional Electives to be chosen from an approved list in FCCJ Catalog

TOTAL FCCJ HOURS FOR AS BUSINESS ADMINISTRATION DEGREE 64

Please note: A statement will appear on all official FCCJ transcripts stating completion of the courses listed above meets the Associate of Arts General Education requirements, with the exception of CLAST.

General Education Notes:

- Please review the Florida Community College Catalog for General Education Requirements (GER).
- Students will complete additional General Education courses at FCCJ, as part of the bridge program. A statement will appear on all official FCCJ transcripts stating completion of the courses listed above meets the Associate of Arts General Education requirements, with the exception of CLAST.
- CLAST (College Level Academic Skills Test): The CLAST is a graduation requirement for the bachelor’s degree in the state university system of Florida. Passing all four subsets of the CLAST exam, or satisfying a CLAST exemption, is a requirement for meeting the bachelor’s degree graduation requirement. Students are encouraged to take and pass the CLAST while at the community college.
- Foreign Language Requirement: Students who have not completed two years of sequential foreign language study or American Sign Language in high school must complete 8 hours of college level foreign language or American Sign Language at FCCJ. If this requirement is not completed at FCCJ, it must be completed at UWF prior to graduation.
- 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 UWF Major Prerequisites. Please review the General Education Requirements and talk with an advisor.
- Professional Electives to be chosen from an approved list in FCCJ Catalog

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 a minimum of 64 semester hours before transferring.
- No more than 70 semester hours of credit may be transferred toward completion of the degree requirements at UWF.
- 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.
- Students who complete their UWF 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.
- Upon completion of the AS degree, students must maintain continuous enrollment and transfer directly to UWF within two semesters of the last term of enrollment at FCCJ. Continuous enrollment is defined as enrollment not interrupted by non-attendance for more than three consecutive terms.
- 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
South Campus, Counseling and Advising Office: (904) 646-2424
Deerwood Center, Counseling and Advising Office: (904) 997-2600
Nassau Center, Counseling and Advising Office: (904) 548-4400

UWF: Enrollment Services: (850) 474-3386
 Dept. of Management/Management Information Systems (850) 474-2309

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.

Bridge Program: Courses required for BSBA that may be taken at either FCCJ or UWF

Course Number	Course Title	Requirement Met General Ed/Prerequisite	Gordon Writing/Math	Semester Hours
AMH 2010 <i>or</i> AMH 2020 <i>or</i> EUH 1000 <i>or</i> EUH 1001	United States History to 1865 <i>or</i> United States History 1865 to Present <i>or</i> Western Civilization Through 1589 <i>or</i> Western Civilization 1589 to Present	GE		3
LIT 2100	Great Ideas in World Literature	GE		3
TOTAL CREDIT HOURS				6

* Needed to satisfy UWF's General Studies requirement.

Required UWF Courses

Course Number	Course Title	Requirement Met General Ed/Prerequisite	Gordon Writing/Math	Semester Hours
ACG 3311	Applied Managerial Accounting	Core Requirement		3
BUL 3130	Legal Environment of Business	Core Requirement		3
FIN 3403	Managerial Finance	Core Requirement		3
GEB 4361	Business in the International Environment	Core Requirement		3
ISM 3011	e-Business Systems Fundamentals	Core Requirement		3
MAN 3025	Management Fundamentals	Core Requirement		3
MAN 3504	Operations Management	Core Requirement		3
MAN 4720	Policy Analysis and Formation	Core Requirement		3
MAR 3023	Marketing Fundamentals	Core Requirement		3
ENC 3250 <i>or</i> GEB 3212	Professional Writing <i>or</i> Writing for Business: Theory & Practice	Core Requirement		3
COM 4110	Business & Professional Communication	Specialization Requirement		3
GEB 4444	Business, Ethics & Society	Specialization Requirement		3
MAN 3240	Organizational Behavior	Specialization Requirement		3
MAN 3301	Human Resources Management	Specialization Requirement		3
MAN 3550	Introduction to Management Science	Specialization Requirement		3
MAN 4750	The Future: Projecting, Planning and Managing	Specialization Requirement		3
MAN 3XXX or 4XXX	Management Electives	Specialization Requirement		6
3XXX/4XXX	College of Business Elective	Major Requirement		3
3XXX/4XXX	Non-Business Elective	Major Requirement		3
TOTAL CREDIT HOURS				60

TOTAL UWF HOURS FOR BS BUSINESS ADMINISTRATION DEGREE

60

FCCJ 64 semester hours
 Bridge Program 6 semester hours

Total Program Hours

UWF

60 semester hours
130 semester hours