ASSOCIATE IN ARTS
TO A
BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

UNIVERSITY OF MISSOURI – ST. LOUIS &
JEFFERSON COLLEGE
TRANSFER GUIDE

This Guide is intended for the use of students who plan on transferring from Jefferson College (JeffCo) with a completed Associate in Arts to the University of Missouri – St. Louis (UMSL) to pursue a Bachelor of Science in Business Administration.

This Bachelors degree offers Emphasis options in the following areas: General Business, Finance, International Business, Logistics & Operations Management, Management, and Marketing. Unless specified below, the courses recommended in this guide will be applicable to all of these Emphases. For more information on UMSL’s Bachelor of Science in Business Administration, please visit our online Course Catalog.

The following are the requirements of the JeffCo Associate in Arts degree program as they are recommended for students intending to continue on into UMSL’s Bachelor of Science in Business Administration. Completing these requirements as they are recommended here will maximize the transferability of a student’s coursework toward their UMSL Bachelors degree. Further details of this Associates degree program, as well as comprehensive lists of courses that satisfy each General Education component, may be found within the JeffCo course catalog or may be obtained through a JeffCo advisor.

This guide is intended for use under advisement of a JeffCo Academic Advisor or UMSL Transfer Representative and is not considered to be substitution of such advisement.

I. COMMUNICATIONS 9 HOURS
☐ ENG 101 English Composition I (3)
☐ ENG 102 English Composition II (3)
☐ Complete 1 of the Following Courses:
  COM 100 Fundamentals of Communication (3)
  COM 110 Public Speaking (3)

II. HUMANITIES 9 HOURS
☐ Complete 1 of the Following Courses to satisfy UMSL’s Cultural Diversity Requirement:
  HST 210 Asian Civilization (3)
  MSC 137 World Music (3)
  PHL 201 World Religions (3)
☐ Complete 2 additional Courses in the Humanities from at least 2 Humanities Disciplines:
  Humanities Course: ______________________
  Humanities Course: ______________________

III. MATHEMATICS AND NATURAL SCIENCES
Mathematics 3 Hours
☐ MTH 134 College Algebra (3)

Natural Sciences 7 Hours
☐ Complete 2 Courses, 1 in the Biological Sciences and 1 in the Physical Sciences, at least 1 Course with a Laboratory Component:
  Biological Science Course: ______________________
  Physical Science Course: ______________________

The information in this Transfer Guide is in accordance with the published 2017-2018 Course Catalogs of both UMSL and JeffCo.
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IV. SOCIAL AND BEHAVIORAL SCIENCES
U.S. and Missouri Constitutions 6 Hours
☐ ☐ Complete 2 Courses, 1 in Constitution studies and 1 in American History or Government:
  Constitution Course: ______________________
  American History or Government Course: ______________________

Social and Behavioral Sciences 6 Hours
☐ ECO 101 Macroeconomics (3)
☐ ECO 102 Microeconomics (3)

V. GENERAL EDUCATION OPTION 3 HOURS
☐ MTH 161 Calculus for Business and the Social Sciences (3)

VI. COMPUTER LITERACY 3 HOURS
☐ CIS 125 Computer Concepts and Applications (3)

VII. FIRST YEAR EXPERIENCE 1 HOUR
☐ Complete 1 First-Year Experience Course: ______________________

VIII. ELECTIVES 15 HOURS
A student must complete enough Elective Coursework to reach 62 Total Hours:
☐ BUS 101 Introduction to Business (3)
☐ BUS 240 Financial Accounting (3)
☐ BUS 241 Managerial Accounting (3)
☐ Complete 1 of the Following Courses:
  BUS 168 Business Statistics (3)
  MTH 168 Probability and Statistics (3)
☐ BUS 265 Business Law (3) - This course will require an additional step of Validation upon transferring to apply towards the Bachelor of Science in Business Administration. Please contact the UMSL College of Business for further information: (314) 516-5888 or bus_undergrad@umsl.edu.

Students that plan to transfer to UMSL to pursue a Bachelor of Science in Business Administration but do not wish to complete an Associates degree at JeffCo should focus on completing the Highlighted Courses above in conjunction with those outlined in the JeffCo General Education Transfer Guide.

For any questions regarding this guide please contact Sue Bateman at batemans@umsl.edu.

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