

# OZARKS TECHNICAL COMMUNITY COLLEGE

## Associate of Arts Suggested Course Sequence

### FIRST SEMESTER

ENG	101	English Composition*
MTH	130	College Algebra*
PSY	110	Introduction to Psychology*
----	---	Humanities
CIS	101	Personal Computer Applications*

### SECOND SEMESTER

ENG	102	Composition II or
ENG	150	Technical Writing
ECO	270	Principles of Macroeconomics*
----	---	Biological Science
CIS	105	Spreadsheet Applications
----	---	Humanities-Block II (Foreign Language)

### THIRD SEMESTER

----	---	Humanities-Block II (Foreign Language or MUS 101)
----	---	Physical Science
ACC	220	Principles of Accounting I*
COM	105	Public Speaking*
HLT	101	Lifetime Wellness
ECO	275	Principles of Microeconomics*

### FOURTH SEMESTER

BUS	140	Business Communications*
PLS	101	American Government & Politics
MTH	210	Statistical Methods*
ACC	225	Managerial Accounting*
BUS	160	Business Law* (check on prerequisite)

Check with your advisor regarding the elective hours.

\* Admission requirements to the College of Business at MSU.

## OZARK TECHNICAL COLLEGE CONTACT

Dusty S. Childress, Director, Lebanon Education Center  
Ozarks Technical Community College  
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(417) 447-8931 or (417) 532-5044  
Email: [Childred@OTC.edu](mailto:Childred@OTC.edu)

# Missouri State<sup>™</sup> UNIVERSITY

## Bachelor of Science in General Business Tentative Course Rotation

### FIRST FALL SEMESTER

MKT	350	Principles of Marketing
LAW	531	Labor Law and Employment Discrimination*
FIN	384	Financial Markets and Intermediaries*
TCM	359	Principles of Project Management*
ENG	321	Beginning Technical Writing

### FIRST SPRING SEMESTER

MGT	340	Organizational Behavior/Management
FIN	380	Financial Management
LAW	332	Debtor/Creditor Rights & Remedies
LAW	335	Business Enterprises, Right/Liabilities
FIN	266	Principles of Real Estate*
----	---	or
CIS	205	Web Site Design and Development*

### SUMMER SEMESTER

MGT	364	Operations Management
INS	211	Insurance

### SECOND FALL SEMESTER

MGT	345	Human Resources Management*
LAW	550	Negotiation, Mediation, and Arbitration in Business*

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LAW	341	Legal Research and Writing*
INS	314	Employee Benefits and Social Insurance*
----	---	or
INS	538	Introduction to Estate Planning*
----	---	Elective

### SECOND SPRING SEMESTER

MGT	487	Strategic Mgt/Policy
FIN	381	Personal Financial Planning*
CIS	429	Information Systems for Business
----	---	Elective

Students must complete a minimum of 125 total hours for graduation.

Above represents all course offerings in a given semester. Talk with your MSU business advisor regarding sequencing and prerequisites. Prerequisites are strictly enforced.

\*Other options may be available. Talk to your MSU business advisor.

Obtain Your  
General Business Degree

right here in

# Lebanon



Complete your degree in the Evenings  
and Online through  
Missouri State Outreach!

## OZARKS TECHNICAL COMMUNITY COLLEGE

# Missouri State<sup>™</sup> UNIVERSITY

Missouri State University is an EO/AA institution.

## Earn Your Bachelor of Science in General Business with Missouri State University!



Complete your B.S. in General Business with MSU in the evening by taking interactive video, online, and iCourses, without ever having to leave your local community. This program was specifically designed to meet the needs of a busy individual who needs to earn a college degree while juggling many commitments such as work and family. All of the seated classes will be offered 5:30pm or later.

Students who have completed the necessary lower-division coursework are now able to take the courses required to complete the Bachelor of Science in General Business at their junior college. Students who wish to begin this program must first contact an advisor with the Business Advisement Center on the Springfield campus and be admitted as a degree-seeking student.

### About the College of Business

The College of Business (COB) is one of the largest business programs in the Midwest region. The College holds the prestigious full accreditation by the Association to Advance Collegiate Schools of Business (AACSB) at both the undergraduate and graduate levels. This accreditation and large numbers of high quality graduates attracts employers from throughout the Midwest to recruit annually for part-time (internships and co-operative education) and full-time positions.

## Here are some reasons to Study General Business at Missouri State University

- General business is a good choice for students who have an interest in business but have not picked an area of specialization.
- Gain exposure to areas throughout the College of Business, including accounting, computer information systems, finance, management and marketing.
- Become prepared for a variety of entry-level positions, and enjoy a wide range of career opportunities. Some employers may prefer to hire students with a broad preparation and then provide specific training within the company.
- Help ensure that the foundations of businesses in your entire community are strong.

### General Business Program

The concept of general business describes a wide range of career opportunities available in the business world. Some employers may prefer to hire students with a broad preparation and then provide specific training within the company. In the general business program you will receive a broad education in all aspects of business operations to prepare you for a variety of entry-level management positions in both the private and public sectors of our economy.

### Contact

**Finance and General Business Department**  
Missouri State University • 300 Glass Hall  
901 S. National Avenue • Springfield, MO 65897  
Phone: (417) 836-5504

### Admissions

**Dixie Williams**  
Assistant Director of Admissions – Transfer Coordinator  
Missouri State University • Carrington Hall 204  
901 S. National Avenue • Springfield, MO 65897  
Phone: (417) 836-5517 • Email: [DixieWilliams@MissouriState.edu](mailto:DixieWilliams@MissouriState.edu)  
Website: [MissouriState.edu/admissions](http://MissouriState.edu/admissions)

### Missouri State Contact

**Business Advisement Center**  
Missouri State University • Glass Hall 106  
901 S. National Avenue • Springfield, MO 65897  
Phone: (417) 836-5386 • Website: [www.MissouriState.edu/busadv/](http://www.MissouriState.edu/busadv/)  
Email: [BusinessAdvisement@MissouriState.edu](mailto:BusinessAdvisement@MissouriState.edu)

**Kim Stagner, Academic Advisor/Retention Specialist**  
Email: [KimStagner@MissouriState.edu](mailto:KimStagner@MissouriState.edu)

## Transferring to Missouri State

Students can take the courses needed to finish a bachelor's degree in business at the Ozark Technical Community College in Lebanon. The program gives students a broad perspective on the business world, with classes in many different business disciplines. This degree prepares students for a wide variety of careers or to continue their studies at the MBA level.

Students wishing to enter this program should first complete an AA degree and at least ten of the twelve classes in the business core. Students must be in their final two COB admission courses to take upper-division business courses. However students should make every effort to complete all of them prior to admission to the program.

Missouri State Business Core		OTC Equivalent
ACC 201	Intro to Financial Accounting	ACC 220
ACC 211	Intro to Managerial Accounting	ACC 225
CIS 101	Computers for Learning	CIS 101
COM 115	Fund of Public Speaking	COM 105
ECO 155	Principles of Macroeconomics	ECO 270
ECO 165	Principles of Microeconomics	ECO 275
ENG 110	Writing I	ENG 101
LAW 231	Legal Environment of Business	BUS 160
MGT 286	Business Communications	BUS 140
MTH 135	College Algebra (or higher)	MTH 130
PSY 121	Introductory Psychology	PSY 110
QBA 237	Basic Business Statistics	MTH 210

Students must speak with an advisor before registering for upper-division courses.

Students may take additional OTC courses and transfer them to meet Missouri State degree requirements. These courses can be taken either prior to graduation from OTC or following graduation with an AA and admission to Missouri State.

Missouri State's 6-hour "Globalization Requirement" may be met using the following OTC classes: (chose two) GRY 101 or ANT 220 or PLS 201 or SOC 101, MUS 101 or foreign language courses such as SPAN/GRM 101 and 102 or 201 and 202

**Gib Adkins, Interim Site Coordinator**  
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