

MANAGEMENT - ASSOCIATE OF APPLIED SCIENCE DEGREE (AAS)

Explore More About This Program: <https://cwi.edu/program/management/>

Degree Quick Facts

- **Instructional School:** Social Sciences and Public Affairs
- **Department:** Business
- **Program Code:** MGMT.AAS
- **Program Type:** Career and Technical Education
- **Available Fully Online:** No
- **Eligible for Federal Financial Aid:** Yes

NOTE: Courses required for this program *may* have an additional fee; more information can be found on the [Special Course Fees](#) web page.

Degree Requirements

Course	Course Title	Min Credits
General Education Requirements		
ENGL 101	Writing and Rhetoric I (Recommended GEM 1) ¹	3
COMM 101	Fundamentals of Oral Communication (GEM 2)	3
FINA 109	Personal Finance and Business Math (Recommended GEM 3) ¹	3
PSYC 140	Human Relations for Career and Personal Success (Recommended GEM 6) ^{1,2,3}	3
EXHS 155	Health and Wellness (Recommended GE Elective) ^{1,2}	3
Major Requirements		
ADMS 112	Office Procedures	3
ADMS 133	Business English	3
ADMS 145	Advanced Office Information Systems	3
BOOK 151	Fundamental Accounting Concepts	3
BUSA 120	Business Software Applications	3
BUSA 201	Business Communication and Professionalism ²	3
BUSA 255	Leadership Development Skills ^{2,3}	3
COMM 221	Interpersonal Communication ^{2,3}	3
MGMT 293	Management Internship	1-3
PHIL 103	Introduction to Ethics	3
Electives	Select any 15-17 elective credits to bring the total credits earned to 60 ⁴	15-17
Minimum Credit Hours Required		60

¹ The courses listed under the General Education Requirements section are recommended by the department as the most beneficial general education (GE) options for students in this program. **Please note that**

- students may fulfill their GE requirements by completing another course from within the applicable general education category.
- ² Active-Duty Military or Veterans who are ranked E-5 or higher may receive transfer credit for BUSA 201, BUSA 255, COMM 221, PSYC 140, and EXHS 155 through the American Council on Education (ACE).
- ³ If students are able to verify completion of an eligible organizational or military training, they may be eligible to receive instructional-based prior learning assessment (PLA) credit for this course. Students seeking PLA credit must first meet with their advisor.
- ⁴ If students are able to verify completion of previous college courses or military training through the submission of official transcripts, they may be eligible to receive transfer credit that counts towards the fulfillment of the elective credit requirement.

NOTE: Students must complete a minimum of 12 credits at the College of Western Idaho in order to meet the residency requirement for graduation.

Degree Plan

The course sequence listed below is strongly recommended in order to complete your program requirements. Please register for each semester as shown using the Student Planning tool in myCWI. Plans may be modified to fit the needs of part-time students by adding additional semesters. Consult your advisor for any questions regarding this course sequence plan.

First Year

Fall		Credit Hours
ADMS 112	Office Procedures	3
COMM 101	Fundamentals of Oral Communication (GEM 2)	3
ENGL 101	Writing and Rhetoric I (Recommended GEM 1) ¹	3
FINA 109	Personal Finance and Business Math (Recommended GEM 3) ¹	3
PSYC 140	Human Relations for Career and Personal Success (Recommended GEM 6) ^{1,2,3}	3
Total Semester Credit Hours		15

Spring

ADMS 133	Business English	3
BUSA 120	Business Software Applications	3
BUSA 201	Business Communication and Professionalism ²	3
COMM 221	Interpersonal Communication ^{2,3}	3
EXHS 155	Health and Wellness (Recommended GE Elective) ^{1,2}	3
Total Semester Credit Hours		15

Second Year

Fall		Credit Hours
ADMS 145	Advanced Office Information Systems	3
BOOK 151	Fundamental Accounting Concepts	3
BUSA 255	Leadership Development Skills ^{2,3}	3
Elective	Select any elective course ⁴	3
Elective	Select any elective course ⁴	3
Total Semester Credit Hours		15

Spring

MGMT 293	Management Internship	1-3
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PHIL 103	Introduction to Ethics	3
Electives	Select any elective courses to bring the total credits earned to 60 ⁴	9-11
Total Semester Credit Hours		15
Minimum Credit Hours Required		60

¹ The courses listed are recommended by the department as the most beneficial general education (GE) options for students in this program. **Please note that students may fulfill their GE requirements by completing another course from within the applicable general education category.**

² Active-Duty Military or Veterans who are ranked E-5 or higher may receive transfer credit for BUSA 201, BUSA 255, COMM 221, EXHS 155, and PSYC 140 through American Council on Education (ACE).

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Program Learning Outcomes

Upon successful completion of this program, students will be able to:

- Collaborate with diverse individuals.
- Demonstrate their understanding of planning, organizing, empowering, changing, and controlling organizations.
- Communicate effectively in various formats to diverse audiences.
- Use theories and research to understand workplace issues, motivation, and employee performance.