

Organizational Support (BP/EP) Associate in Applied Science Degree

Semester Sequence

Completion of this award may require taking courses at both campuses. For more information, please contact your faculty program advisor.

Prerequisite Knowledge: A student seeking this award should have qualifying assessment scores on the math, reading, writing, computer literacy, and keyboarding placement tests as identified by individual course prerequisites.

First Semester

CCDS1000	How to Succeed in College	1
CPLT1100	Computer Essentials	3
ITEC1000	Information Systems	3
ITEC1095	Microsoft 365	2
ITEC1102	PC Operating Systems	3
MATH1400	College Algebra	4
	or	
	Choose 3 credits from MnTC Goal Area 3, 4, or 5	3

Total Credits 15

Second Semester

ACCT1000	Introduction to Accounting	3
CPLT1005	Advanced Keyboarding and Document Processing	3
ITEC1005	Computer Security Awareness	3
ITEC1035	Microsoft Word	3
ENGL1070	Technical Writing	3

Total Credits 15

Third Semester

ACCT1125	Excel	3
ITEC1032	Microsoft Access	3
ITEC1042	Microsoft PowerPoint	3
COMM1260	Small Group Communication	3
	General Education Electives	3

Total Credits 15

Fourth Semester

BUSN1000	Introduction to Business	3
ITEC1310	Microsoft Publisher	3
ITEC2055	Project Management	3
ITEC2090	Microsoft Integration	3
	General Education Electives	3

Total Credits 15

General Education Electives

Choose credits from Hennepin Technical College's Minnesota Transfer Curriculum (MnTC) general education courses.

Choose a Total of: 6 Credits**MnTC Goal Area 3**

A complete list of MnTC courses and Goal Areas that can be used to meet General Education requirements can be found at www.hennepintech.edu. The same course cannot satisfy more than one MnTC Goal Area requirement.

BIOL1000	Biology in Society	4
BIOL1400	Human Biology	4
BIOL2005	General Biology I	4
BIOL2125	Anatomy and Physiology I	4
BIOL2225	Anatomy and Physiology II	4
BIOL2235	Microbiology	4
CHEM1000	Introduction to Chemistry	4
CHEM1100	General, Organic, and Biological Chemistry Foundations	4
PHYS1005	Introductory Physics I	3
PHYS1010	Introductory Physics II	3
PHYS2005	College Physics I	4
PHYS2010	College Physics II	4

MnTC Goal Area 4

MATH1150	Applications of Quantitative Reasoning	3
MATH1250	Introduction to Statistics	3
MATH1400	College Algebra	4
MATH2250	Precalculus with Trigonometry	5
MATH2300	Calculus I	5
PHIL1000	Introduction to Logic	3

MnTC Goal Area 5

ECON1200	Principles of Microeconomics	3
ECON1300	Principles of Macroeconomics	3
HIST1400	Contemporary World History	3
POLI1000	Introduction to American Government and Politics	3
PSYC1000	General Psychology	3
PSYC1200	Psychology Throughout the Lifespan	3
PSYC1300	Abnormal Psychology	3
SOCI1100	Introduction to Sociology	3
SOCI1200	Marriage and Family	3
SOCI1400	Race in America	3
SOCI1500	Introduction to Criminal Justice	3
SOCI1600	Food and Society	3

Graduation (60 Credits)

Semester listings reflect the recommended sequence. Due to circumstances beyond our control, the information herein is subject to change without notice.

3/24/2023 : BP 2150 / EP 2151