

OFFICE ASSISTANT

Transfer Guide into the Ohio University Bachelor of Technical & Applied Studies

Students must complete a minimum of 48 quarter credit hours at Ohio University, including 50% of the courses required for the major. Students may not take more than five (5) BTAS core/major courses at LCCC. If more than two (2) BTAS core/major courses are transferred in, students must replace the courses with Ohio University electives. *Specific elective courses will not be delivered on a guaranteed schedule.*

BTAS REQUIREMENTS: Students must complete all three TAS courses and PSY 221.

Between LCCC and Ohio University courses, students must complete

5 **Professional Skills** courses (P) with at least one course in each area (P1, P2, P3)

2 **Behavioral Skills** courses (B) with at least one course in each area (B1, B2)

2 **Leadership and Organization** courses (L)

Lorain County Courses	Ohio University Online Courses						
<p>Tier I: 1E and 1M</p> <p><input type="checkbox"/> ENGL 161 (OHIO ENG 151)</p> <p><input type="checkbox"/> MTHM 171 (OHIO MATH 113)</p> <p><i>Required pre-requisite for PSY 221</i></p>	<p>Tier I: 1J</p> <p><input type="checkbox"/> Select available junior composition course</p>						
<p>Tier II: Complete 20 semester (32 qtr) hours with a minimum of 2 semester hours in each of the 6 areas</p> <p><input type="checkbox"/> 2AS: Applied Science & Math BIOG 251, 275, 268; CISS 226; CMPR 166; EDCT 171; HLED 156; MTHM 181 + 182, 222</p> <p><input type="checkbox"/> 2CP: Cross-Cultural Perspectives ARTS 245; SOCY 161; See approved list of ARAB; CHNS; FRNH; GRMN; JAPN; RSSN; SPNH courses</p> <p><input type="checkbox"/> 2FA: Fine Arts ARTS 243, 244; MUSC 261; THTR 185</p> <p><input type="checkbox"/> 2HL: Humanities & Literature ENGL 253, 253, 255, 257, 259; HUMS 262, 271, 274; PHLI 151, 161, 271, 281; RELG 281</p> <p><input type="checkbox"/> 2NS: Natural Sciences ASTY 151; BIOG 121, 122, 145, 151, 152, 161 + 162, 163, 260; CHMY 161 + 162, 171 + 172; PCCS 153, 155, 161; PHYC 151 + 152, 251 + 252; PSYH 259</p> <p><input type="checkbox"/> 2SS: Social Sciences ECNM 151-152; EDCT 111; GPHY 151; HSTR 151-152, 161-162; JRNM 151; PLSC 156, 157; PSYH 151; SOCY 151, 256; TCMN151</p> <p>Hour totals for Tier II courses:</p> <table border="0"> <tr> <td>___ 2AS</td> <td>___ 2CP</td> <td>___ 2FA</td> </tr> <tr> <td>___ 2HL</td> <td>___ 2NS</td> <td>___ 2SS</td> </tr> </table>	___ 2AS	___ 2CP	___ 2FA	___ 2HL	___ 2NS	___ 2SS	<p>Tier III: T3 Included in BTAS coursework</p> <p>BTAS Coursework</p> <p><input type="checkbox"/> TAS 301</p> <p><input type="checkbox"/> TAS 321</p> <p><input type="checkbox"/> TAS 451 (T3)</p> <p><input type="checkbox"/> PSY 221</p> <p><input type="checkbox"/> COMS 410 (P1)</p> <p><input type="checkbox"/> POLS 488 (P2)</p> <p><input type="checkbox"/> GEOG 201 (P3)</p> <p><input type="checkbox"/> HRM 320 (P3)</p> <p><input type="checkbox"/> COMS 304 (B1)</p> <p>**Based on BTAS courses at LCCC, pick 2 of 4</p> <p><input type="checkbox"/> BUSL 255 (P1)</p> <p><input type="checkbox"/> COMS 411 (B2)</p> <p><input type="checkbox"/> MKT 202 (L)</p> <p><input type="checkbox"/> MGT 202 (L)</p> <p>**Choose the two courses based off of the categories that still need to be completed. For example: if a student chooses the P1 and B2 course options at LCCC, they will pick the two L options from Ohio University.</p>
___ 2AS	___ 2CP	___ 2FA					
___ 2HL	___ 2NS	___ 2SS					
<p>BTAS COURSEWORK: Pick two (2)</p> <p><input type="checkbox"/> BADM 162 (OHIO BUSL 255) P1</p> <p><input type="checkbox"/> PSYC 275 (OHIO PSY 336) B2</p> <p><input type="checkbox"/> BADM 251 (OHIO MGT 202) L</p> <p><input type="checkbox"/> MKRG 251 (OHIO MKT 202) L</p>	<p><i>The information in this guide is specifically intended for students in the Online Bachelor Completion Program. It is based off of stated requirements for the 2008-2009 Ohio University technical & applied studies degree. Lorain students may or may not have completed general education or major requirements as part of their associate degree. Students are responsible for completing all Ohio University degree requirements.</i></p>						