



**OHIO**  
UNIVERSITY

# OFFICE ADMINISTRATION

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

Students must complete a minimum of 48 credit hours at Ohio University, including 50% of the courses required for the major. Students may not transfer in more than five (5) BTAS core/major courses. 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 Owens Community College 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)

Owens Courses	Ohio University Online Courses						
<p><b>Tier I: 1E and 1M</b></p> <p><input type="checkbox"/> ENG 110 or 111 or 235 (OHIO ENG 151)</p> <p><input type="checkbox"/> MTH 110 or 114 + 115 or 125 or 129 or 151 (OHIO MATH 113)  <i>Required prerequisite for PSY 221</i></p> <hr/> <p><b>Tier II: Complete 32 quarter hours with a minimum of 3 credit hours in each of the 6 areas</b></p> <p><input type="checkbox"/> <b>2AS: Applied Science &amp; Math</b>          HRI 225; BIO 231, 239; MTH 131, 232, 131+232</p> <p><input type="checkbox"/> <b>2CP: Cross-Cultural Perspectives</b>          ART 203; See approved list of ARB, CHN, FRE, GER, JPN, RUS, and SPA courses; SOC 250</p> <p><input type="checkbox"/> <b>2FA: Fine Arts</b>          ART 101, 201+202; DAN 101, 110; MUS 101; THE 100, 131, 151, 201</p> <p><input type="checkbox"/> <b>2HL: Humanities &amp; Literature</b>          ENG 200, 201, 210, 220, 231, 232, 251, 252, 260, 267; HIS 151, 152; PHL 101, 102; THE 261; SPE 100, 201</p> <p><input type="checkbox"/> <b>2NS: Natural Sciences</b>          AST 101; BIO 121, 201, 202, 201+202, 203, 205, 211, 212; CHM 111, 121, 122; CLW 105; PHY 111, 112, 201, 202, 221, 222, 201+202, 221+222, 206</p> <p><input type="checkbox"/> <b>2SS: Social Sciences</b>          ECE 101; ECO 201, 202; ENG 240; GPH 106; GOV 100, 111; HIS 101, 102, 201, 202; PSY 101, 111, 200; SOC 100, 101; SPE 110</p> <p><b>Hour totals for Tier II courses:</b></p> <table style="width: 100%; border: none;"> <tr> <td style="border: none;">___ 2AS</td> <td style="border: none;">___ 2CP</td> <td style="border: none;">___ 2FA</td> </tr> <tr> <td style="border: none;">___ 2HL</td> <td style="border: none;">___ 2NS</td> <td style="border: none;">___ 2SS</td> </tr> </table> <hr/> <p><b>BTAS COURSEWORK: Pick 2</b></p> <p><input type="checkbox"/> BUS 200 (OHIO BUSL 255) P1</p> <p><input type="checkbox"/> MKT 101 (OHIO MKT 202) L</p> <p><input type="checkbox"/> PSY 215 (OHIO PSY 336) B2</p> <p><input type="checkbox"/> SOC 220 (OHIO SOC 329) P1</p> <p><input type="checkbox"/> SPE 220 (OHIO COMS 410) P1</p>	___ 2AS	___ 2CP	___ 2FA	___ 2HL	___ 2NS	___ 2SS	<p><b>Tier I: 1J</b></p> <p><input type="checkbox"/> Select available junior composition course</p> <p><b>Tier III: T3</b>          Included in BTAS coursework</p> <hr/> <p><b>BTAS Coursework</b></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"/> 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><input type="checkbox"/> MGT 202 (L)</p> <p><b>**Based on Owens BTAS coursework, pick 2 of 4:</b></p> <p><input type="checkbox"/> BUSL 255 (P1)</p> <p><input type="checkbox"/> COMS 410 (P1)</p> <p><input type="checkbox"/> MKT 202 (L)</p> <p><input type="checkbox"/> COMS 411 (B2)</p> <p><b>** Choose the two courses based off of the categories that still need to be completed. For example: if a student chooses the B2 and L options at Owens, they will pick the two P1 options from Ohio University.</b></p> <hr/> <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 2008-2009 Ohio University technical &amp; applied studies degree. Owens students may or may not have completed courses that satisfy general education or major requirements as part of their associate degree. Students are responsible for completing all Ohio University degree requirements.</i></p>
___ 2AS	___ 2CP	___ 2FA					
___ 2HL	___ 2NS	___ 2SS					