

**Student Name**

AAS in Business Information  
Management – Office  
Technologies  
(BCC)  
To  
BS in Management Information  
Systems  
Excelsior College

**Advisement Notes:**

- Minimum cumulative GPA of 2.00
- Courses marked with a \* are Core Excelsior Requirements and grades of C- or better are required for transfer and course must not have been taken more than 20 years ago
- Student is encouraged to enroll with Excelsior as soon as possible if credits are close to the 20 year limit
- Review your course choices each semester with your BCC Excelsior Advisor

C	Office Technologies	CR.
*ENG110/107	College Writing I or English as a Second Language, Advanced I	3
*ECO111	Macroeconomics	3
*BUS118	Business Law I	3
BIT110	Business English	3
*CST105,106 or 119	Computer Elective	3
Lab Science	Natural Lab Science	4
ENG111, 220 or any LIT	Advisor Approved ENG or LIT course	3
*BUS141	Marketing	3
*BUS111	Financial Accounting	4
BIT140w	Business Communications	3
*PHI201	Ethics: Moral Philosophy	3
*ECO110w	Microeconomics	3
*BUS246	Principles of Management	3
*BUS115	Business Statistics	3
BIT200	Spreadsheets with Business Applications	3
BIT250	Integrated Business Office Applications	3
*MAT117	Elementary Finite Math w/Algebra	4
*BUS209	Operations Management	3
BIT275	Advanced Business Communications	3
BIT280	Office Administration	3
BIT297	Internship	3
	Total Credits	66

College Website: [www.excelsior.edu](http://www.excelsior.edu)

Office of Admissions: 1-888-647-2388

**IMPORTANT: This form serves as a guide to assist students who are interested in transferring to the above institution. Students are strongly encouraged to consult directly with the institution for maximum transfer of credit. Admission is not guaranteed, as students must meet all applicable admission requirements**