

2+2 Articulation Agreement Southeastern Community College and Iowa Wesleyan University: Legal Office Management Pathway (AAS) to Business with a concentration in Applied Science (BS)

Fall Semester I: SCC	Credits	IW Equivalent
ADM 162: Office Procedures	3	Elective
BUS 102: Introduction to Business	3	BA 100
CSC 110: Introduction to Computers	3	For BA 150 and BA 151
ENG 131: Business English	3	Elective
MAT 712: Business Math	3	Elective
WBL 155: Job shadowing: Business, Finance, Marketing, and Management	1	Elective

Spring Semester I: SCC	Credits	IW Equivalent
ADM 103: Office Technology	2	Concentration Block
ADM 117: Keyboarding and Document Processing	3	Concentration Block
ADM 181: Records and Database Management	3	Concentration Block
PRL 284: Legal Ethics	3	PHIL 215
HUM 287: Leadership Development Studies	3	Humanities Gen Ed
SPC 101: Fundamentals of Oral Communication	3	COMM 147

Fall Semester II: SCC	Credits	IW Equivalent
ADM 120: Advanced Document Production	3	Concentration Block
ADM 186: Legal Documents	2	Concentration Block
ADM 198: Legal Terminology	2	Concentration Block
ADM 188: Project and Event Management	3	Elective
SMM 108: Social Media Engagement	3	Elective
SOC 114: Conflict Resolution in the Workplace	3	Social Science Elective

Spring Semester II: SCC	Credits	IW Equivalent
ADM 172: Remote Office Management	3	Concentration Block
ADM 230: Integrated Office Products	3	Concentration Block
ADM 297: Certification Preparation	1	Concentration Block
LGL 173: Legal Assistant Litigation	3	Elective
BCA 152: Comprehensive Spreadsheets	3	Elective
BUS 290: Employment Search and Workplace Success	1	Elective
BUS 932: Business Internship	3	Elective

Transfer: 65 Credits, AAS Degree from SCC

Iowa Wesleyan University Courses: Bachelor of Science

General Education Courses	Credits
WS 148: Tiger Expeditions	1
ENG 109: College Composition (WI)	3
ENG 110: College Research (WI)	3
MATH 171: Elementary Statistics	4
Science course with a lab	4
1 300 Level Culture and Diversity Class	3

Major Classes	Credits
ECN 101: Microeconomics	3
ECN 102: Macroeconomics	3
ACTG 210: Introduction to Financial Accounting	3
ACTG 211: Managerial Accounting	3
BA 310: Principles of Management	3
BA 320: Principles of Marketing	3
BA 330: Business Law	3
BE 340: Corporate Financial Management	3
BA 350: Business Information Systems	3
BA 419: Business Strategy (WI) (SL)	3
BA 498: Field Experience	6
300 Level Global course (SL)	3
BA 102 A through F Seminars	0
1 300 Level Class	

Student must also take two writing intensive and two service classes. If student does not follow the path stated above, more classes may occur at IW.

Eligibility for an Applied Science Concentration:

Eligibility: Students who have previously earned the Associate of Applied Science [A.A.S.] degree.

Complete all of the following:

1. Complete the IW Wesleyan Studies General Education curriculum
2. Complete the IW Service Learning, Writing Intensive, and Field Experience requirement
3. Complete the IW Business Administration core requirements
 - a. Courses already completed for which there is an existing articulation agreement between IW and the A.A.S. granting institution will be applied toward this degree program
 - b. A block of closely-related technical courses (e.g., Agribusiness, Machine Technology, etc.) will be substituted in lieu of major concentration course requirements.
 - c. Final determination of the acceptability of technical courses will be made by the IW Registrar in conjunction with the Business Division chair.