

UNIVERSITY COLLEGE OF THE CAYMAN ISLANDS

DEGREE PLAN

(Entry in Fall 2007 or beyond)

This form is designed to help the student plan and track their academics studies. It is the student's responsibility to ensure all program requirements are fulfilled.

STUDENT NAME: _____ BIRTHDATE: ____/____/____

STUDENT ID # : _____ day month year

PROGRAMME ENTRY DATE: ____/____/____
day month year

FINAL SEMESTER: Fall _____ Spring _____ Summer _____

Office Administration (AAS)

In the columns below, please indicate which courses have been completed and which are currently being taken.

Programme Requirements

CODE	COURSE TITLE	SEMESTER	GRADE	COMMENTS
ACC 121	Introduction to Accounting			
BUS 205	Business Law			
COM 110	Computer Applications in Business			
ENG 101	College Composition I			
ENG 102	College Composition II			
MAT 111	Introduction to Statistics			
BUS 101	Office Procedures			
BUS 201	Principles of Business			
BUS 222	Administrative Procedures			
MGT 301	Administrative Management			
MGT 260	Human Resources Management			
ECO 221	Principles of Microeconomics			
ECO 222	Principles of Macroeconomics			
ENG 231	Business Communications			
MAT 215	Business Statistics			
PSY 101	Introduction to Psychology OR			
SOC 101	Sociology I			
PSY 201	Developmental Psychology OR			
SOC 102	Sociology II			

Electives

15 credit

Graduation Approval

Registrar	Accountant	Total Credits	GPA

