

Completion Term    May: \_\_\_    Aug: \_\_\_    Dec: \_\_\_    Year: \_\_\_\_\_    ID#: C \_\_\_\_\_

Print Name Exactly as Diploma Should Read: \_\_\_\_\_

Mailing Address to Send Printed Diploma: \_\_\_\_\_

\_\_\_\_\_ Apt. \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Ceremony (Check One): Will Attend \_\_\_ or Will Not Attend \_\_\_

Will attend ceremony short credits (≤ 6 cr.): \_\_\_ Will transfer credits back from: \_\_\_\_\_

Discipline	Credit Hours	Course Title	Scheduled	SUNY-GER	Credits Earned
English (6 Credits)	3	ENG 101–English Composition		BC	
	3	ENG 102–Literature & Composition <u>or</u> ENG 235–Technical Writing			
Humanities (3 Credits)	3	COM 101–Public Speaking		BC	
Accounting (20 Credits)	3	ACC 110–Fundamentals of Accounting			
	4	ACC 120–Financial Accounting			
	4	ACC 125–Managerial Accounting			
	3	ACC 159–Payroll Accounting			
	3	ACC 251–Federal Income Tax			
Info. Management (3 Credits)	3	ACC 252–Computer Applications in Accounting			
	3	CSC 102–Introduction to Microcomputer Applications			
Business (18 Credits)	3	BUS 101–Introduction to Business			
	3	BUS 153–Quantitative Business Skills			
	3	BUS 213–Business Communications			
	3	BUS 260–Business Law I			
	3	BUS 261–Business Law II			
History or Social Science (6 Credits)	3	BUS 275–Integrated Business Experience <u>or</u> Business Elective (Any ACC, BUS, CSC Course)			
	3	ECO 101–Principles of Microeconomics <u>or</u> ECO 102–Principles of Macroeconomics		SS	
Math <i>above 100</i> (3 Credits)	3			M	
Science <i>with a lab</i> (4 Credits)	4			NS	
Total	63				

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Suggested Course Sequence:**

<u>FIRST SEMESTER</u>	<u>CREDITS</u>	
ENG101 English Composition	3	
BUS101 Introduction to Business	3	
ACC 110 Fundamentals of Accounting	3	
CSC102 Intro Microcomputer App	3	
BUS 153 Quantitative Business Skills	<u>3</u>	15
<u>SECOND SEMESTER</u>	<u>CREDITS</u>	
ENG102 Literature and Composition or ENG235 Technical Writing	3	
Social Science Elective	3	
MAT above 100	3	
ECO101 Prin of Microeconomics OR ECO102 Prin of Macroeconomics	3	
ACC120 Managerial Accounting	<u>4</u>	16
<u>THIRD SEMESTER</u>	<u>CREDITS</u>	
ACC125 Managerial Accounting	4	
BUS260 Bus Law I	3	
BUS213 Bus Communications	3	
Business Elective/Internship	3	
ACC251 Fed Income Tax	<u>3</u>	16
<u>FOURTH SEMESTER</u>	<u>CREDITS</u>	
ACC159 Payroll Accounting	3	
BUS261 Bus Law II	3	
ACC252 Computers in Accounting	3	
Science w/ lab	4	
COM101 Public Speaking	<u>3</u>	<u>16</u>
	Total	63

