<table>
<thead>
<tr>
<th>SEMESTER</th>
<th>CREDIT HOURS</th>
<th>TERM COMPLETED</th>
<th>GRADE</th>
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<tbody>
<tr>
<td><strong>Semester I (Fall)</strong></td>
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<tr>
<td>ADMN 1005  Word</td>
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<tr>
<td>ADMN 2910  Medical Terminology I</td>
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<tr>
<td>BUSN 2330  Principles of Management</td>
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<tr>
<td>ENGL 1010  English Composition I</td>
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<tr>
<td>MATH 1530  Elementary Probability &amp; Statistics</td>
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<td><strong>Semester II (Spring)</strong></td>
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<tr>
<td>ADMN 2621  Excel</td>
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<td>ADMN 2921  Medical Terminology II</td>
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<tr>
<td>BUSN 2420  Customer Service</td>
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<tr>
<td>ECON 2010  Macroeconomics</td>
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<tr>
<td>HUM/FA¹  Humanities/Fine Arts Elective</td>
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<td><strong>Semester III (Fall)</strong></td>
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<td>ACCT 1010  Principles of Accounting I</td>
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<td>ADMN 2340  Database &amp; Electronic Records</td>
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<td>ADMN 2450  Communication Media</td>
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<td>ADMN 2940  Medical Insurance Coding</td>
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<td>BUSN 1380  Supervisory Management</td>
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<td><strong>Semester IV (Spring)</strong></td>
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<td>ADMN 2010  Office Proficiency Assessment &amp; Certification</td>
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<td>ADMN 2302  Administrative Professional Technology Internship</td>
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<td>ADMN 2945  Insurance Billing &amp; Coding</td>
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<td>ADMN 2950  Health Care Insurance Survey</td>
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<td>SPCH 2100  Public Speaking</td>
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**Total Credit Hours Needed for Graduation:** 60

¹HUM/FA
See the list of General Education electives below.
## General Education Electives by Category

### Communication
- ENGL 1010 - English Composition I ★★★
- ENGL 1020 - English Composition II ★★★
- SPCH 2100 - Public Speaking ★★★

### History
- HIST 1010 - Western Civilization I ★★★
- HIST 1020 - Western Civilization II ★★★
- HIST 1110 - World Civilization I ★★★
- HIST 1120 - World Civilization II ★★★
- HIST 2010 - U.S. History I ★★★
- HIST 2020 - U.S. History II ★★★

### Humanities/Fine Arts
- ARTH 2010 - Survey of Art History I ★★★
- ARTH 2020 - Survey of Art History II ★★★
- ENGL 2110 - Early American Literature ★★★
- ENGL 2120 - Modern American Literature ★★★
- ENGL 2210 - British Literature: 650-1784 ★★★
- ENGL 2220 - British Literature: 1785-Present ★★★
- ENGL 2310 - World Literature: 2500 BCE-1650 ★★★
- ENGL 2320 - World Literature: 1650-Present ★★★
- ENGL 2331 - African-American Literature ★★★
- ENGL 2510 - Introduction to Poetry ★★★
- ENGL 2520 - Introduction to Drama ★★★
- ENGL 2530 - Introduction to Fiction ★★★
- ENGL 2810 - Introduction to Film Studies ★★★
  - ENGL 2810 will fulfill a humanities elective but not the literature elective.
- MUS 1030 - Music Appreciation ★★★
- PHIL 1030 - Introduction to Philosophy ★★★
- PHIL 1500 - Philosophy & Film ★★★
- PHIL 2010 - Survey of World Religions ★★★
- PHIL 2400 - Introduction to Ethics ★★★
- PHO 1200 - History of Photography ★
- THEA 1030 - Introduction to Theatre ★★★

### Mathematics
- MATH 1010 - Survey of Mathematics ★★★
- MATH 1130 - College Algebra ★★★
- MATH 1530 - Elementary Probability & Statistics ★★★
- MATH 1630 - Finite Mathematics ★★★
- MATH 1710 - Precalculus Algebra ★★★
- MATH 1720 - Precalculus Trigonometry ★★★
- MATH 1730 - Precalculus ★★★
- MATH 1830 - Basic Calculus & Modeling ★★★
- MATH 1910 - Calculus I ★★★

### Natural Sciences
- BIOL 1110 - General Biology I ★★★
- BIOL 1120 - General Biology II ★★★
- BIOL 1310 - Concepts of Biology ★★★
- BIOL 2010 - Human Anatomy & Physiology I ★★★
- BIOL 2020 - Human Anatomy & Physiology II ★★★
- BOT 1010 - Fundamentals of Botany I ★★★
- BOT 1020 - Fundamentals of Botany II ★★★
- CHEM 1010 - Principles of Chemistry ★★★
- CHEM 1020 - Basic Organic & Biochemistry ★★★
- CHEM 1110 - General Chemistry I ★★★
- CHEM 1120 - General Chemistry II ★★★
- CHEM 1310 - Concepts of Chemistry ★★★
- GEOL 1040 - Physical Geology ★★★
- GEOL 1050 - Historical Geology ★★★
- GEOL 1300 - The Environment W/Lab ★★★
- GEOL 1310 - Concepts of Earth Science ★★★
- PHYS 1300 - Concepts of Physics ★★★
- PHYS 2010 - Noncalculus Based Physics I ★★★
- PHYS 2020 - Noncalculus Based Physics II ★★★
- PHYS 2110 - Calculus Based Physics I ★★★
- PHYS 2120 - Calculus Based Physics II ★★★

### Social/Behavioral Sciences
- ANT 1300 - Cultural Anthropology ★★★
- ECON 2010 - Macroeconomics ★★★
- ECON 2020 - Microeconomics ★★★
- GEOG 1000 - Introduction to Geography ★★★
- HIST 2040 - African-American Studies ★★★
- PHED 1100 - Concepts of Wellness ★★★
- POLS 1020 - Introduction to Political Science ★★★
- POLS 1030 - American Government ★★★
- PSYC 1030 - General Psychology ★★★
- PSYC 2100 - Psychology of Human Development ★★★
- PSYC 2130 - Lifespan Psychology ★★★
- SOCI 1010 - Introduction to Sociology ★★★
- SOCI 1020 - Social Problems ★★★
- WMN 2200 - Women in Society ★★★

* This is a General Education course transferable within the Tennessee Board of Regents system.

★ This course is directly equivalent to a course at the University of Tennessee, Knoxville.