DEGREE COMPLETION PROGRAM
B. S. Professional Studies: Technical Leadership and Administration

General Education Requirements **(48 crs)**

I. Required Skills and Competencies 15 cr

___( ) ENG 106 Writing-Intensive First-Year Seminar OR
Other college-level writing class
___( ) HCS 100 Intro to Human Communication (3 cr)
___( ) College Level Math (3 cr), suggested College Algebra
___( ) HIS 105 World History I (3 cr) AND
___( ) HIS 106 World History II (3 cr)

II. Categories of Knowledge 33 cr

A: Language/Numbers for Rational Thinking (3 cr)
____( )_____

B: Literary, Artistic & Cultural Traditions (9 cr)
___( )_____
___( )_____
___( )_____

C: Biological & Physical Sciences (9 cr)
___( )_____
___( )_____
___( )_____

D: Political, Economic & Geographic Science (6 cr)
___( )_____
___( )_____

E: Social & Behavioral Science (6 cr)
___( )_____
___( )_____

Technical Leadership and Administration Program **(46 crs)**

Core Skills Classes 12 cr
___ENG 338 Technical Writing for the Professions (3 cr)
___ISM 300 Info. Tech. & Business Operations (3 cr)
___MGT 305 Organizational Behavior (3 cr)
___HCS 385 Resolving Conflict through Comm. (3 cr)

Foundation Content Courses 19 cr.
___ ECO 113 Principles of Economics (4 cr)
___MGT 311 Principles of Management (3 cr.)
___HCS270 Intergroup/Intercultural Communications (3 cr)
___HCS 350 Theories of Organized Communication (3 cr)
___MGT 340 Human Resource Management (3 cr)
___MGT394 Leadership and Decision-Making (3 cr)

Professional Electives: (with advisement) 12 cr
___( )_____(3 cr)
___( )_____(3 cr)
___( )_____(3 cr)
___( )_____(3 cr)

Capstone Project Course 3 cr
___ISM 446 Applied Project Management

Free Electives **(26-27 crs)**
___( )_____
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Electives may be chosen from any discipline across the university with advisement. Students should choose courses for which they meet the prerequisites and which would help them to meet their individual career goals.

Total Graduation Requirements **120 crs (minimum)**
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GPA Needed to Graduate: 2.0

Recommended General Education Courses:

MAT 117 Applied Statistics
PSY 101 General Psychology
SOC 101 Introduction to Sociology

Recommended Professional Electives (some require prerequisites)
Must be 300 and 400 level courses

Any courses in Physics or Computer Science
Any other management or communications courses
Other courses in ISM (Management Information Systems)
PHL 332 Ethical Issues and Computer Technology
SOC 375 Sociology of Mass Communications
PSY 361 Psychology of Group Interaction
PSY 365 Multicultural Psychology
PSY 384 Psychology of Person to-Person Interaction

Students might also want to pursue the Minor in Technical/Professional Communications to accompany this major. See the undergraduate catalog or the Shippensburg website for more details:
http://www.ship.edu/Academics/Programs/Undergraduate/Minors/Technical_-_Professional_Communications_Minor/

Individuals seeking admissions to the Degree Completion Program recognize that transfer credits will only be applicable to Degree Completion Program requirements. Degree Completion students who decide to change their major after matriculation will have their transfer credits re-evaluated.

Regularly admitted students with an interest in this major must meet the Degree Completion Program admissions requirements.