

**IT IS IMPORTANT TO SEE AN M.C.C. COUNSELOR EACH SEMESTER FOR ACADEMIC ADVISING. TO SCHEDULE AN APPOINTMENT CALL (231)777-0362.**

**Muskegon Community College Curriculum Guide**

**Curriculum: BUSINESS, MANAGEMENT, MARKETING, AND TECHNOLOGY (SECONDARY EDUCATION)  
EASTERN MICHIGAN UNIVERSITY**

**Curriculum Code: E09E**

The following courses will fulfill requirements for the Associate in Science and Arts Degree. It is designed for students who plan to transfer to E.M.U. and major in Business, Management, Marketing, and Technology Education after completing the A.S.A. degree at M.C.C.

<b>REQUIRED FOUNDATIONAL SKILLS – You must demonstrate a minimum level of achievement, either by successful testing or satisfactory course completion (a grade of “C” or better) in four areas:</b>	
1. Writing	English 085, 089, 091 or 114
2. Reading	Reading 040A or 040C
3. Math	Mathematics 050 or 107 (or complete higher level course)
4. Computers	CIS 100 or any other CIS course (Consult a counselor regarding transferability. CIS 110 or 120A are strongly recommended.)
<p>English, Reading and Mathematics Placement Tests may be required and are available in Testing Services, located in Room 134 – 777-0394. English and Reading placement tests may be waived if you show documentation of a proficiency level 1 or 2 on the high school MEAP or MME writing and reading tests or if you have an ACT composite score of 22 or greater. The Mathematics placement test may be waived if you show documentation of a score of 28 or above on the ACT Math test.</p>	

**GENERAL EDUCATION  
COMMUNICATION**

**MINIMUM CREDITS**

English 101 and 102 English Composition 6

**SCIENCE/MATH**

8

Courses must be taken in more than one academic area.  
 Must include at least one 4 credit hour laboratory course.  
 If Biology 100 is selected, four different one credit modules are needed to satisfy the laboratory requirement.  
 Mathematics 107, 109, 111, 115 (or Business 105), 151 or 161 and choose 4-5 credits from:  
 Biology 100 (10A, B, C, D, E, F, G, H), 103L&L, 104L&L, 105L&L, 106L&L, 109, 110L&L, 120F, 120Lec, 207Lec & 207A  
 !!! Chemistry 100Lec & 100A, 101Lec & 101A, 102Lec & 102A, 109Lec & 109A, 120Lec & 120A, 130Lec & 130A, 201E & 201F, 202F & 202G  
 Geography 101A, 215  
 Geology 101A, 102  
 Physical Science 101A  
 Physics 201L&L, 202L&L, 203L&L, 204L&L  
**(Biology 100 modules are no longer being offered.)**  
 (if Math 115 or Business 105 was elected above an additional credit may be needed from the above choices or Anthropology 105; Astronomy 101, 105A (same course as Physics 105A); Biology 200, 207 (lecture only); Geography 101; Mathematics 112, 162 (or above); Physics 105A (same course as Astronomy 105A)  
 !!! Chemistry Placement Test is required prior to taking Chemistry 101Lec & 101A.

**MINIMUM CREDITS**

**THE HUMAN EXPERIENCE**

**AESTHETIC VALUES**

Art 101, 104, 105B (was 105), 107, 108, 109, 204B (was 204), 205, 207, 208, 209, 211  
Dance 100, 101, 102, 106, 200, 201, 206, 213, 218  
English 208 (or Communications 203), 223  
Music – any 100 level or above course  
Theater 101, 102, 108, 120, 141, 142, 144, 145, 147, 148, 160, 201, 202, 203, 210, 212, 217, 260

3

**ETHICS AND LOGIC**

Philosophy 101, 102, 104, 202, 204, 205, 207

3

**SOCIAL RELATIONSHIPS**

Economics 101, 102, 130  
Psychology 102, 201, 202, 203, 205A, 207, 208, 210 (same course as Sociology 210)  
Sociology 101, 102, 202, 203, 206, 210 (same course as Psychology 210)  
Women's Studies 101

3

**HUMAN CULTURES**

**WESTERN WORLD**

Art 198, 199, 202  
English 200, 201, 204, 205, 206, 210, 213, 225, 226, 227, 228  
History 101, 102, 204  
Humanities 195  
Music 103  
Political Science 203  
Theater 201

3

**AMERICAN**

History 201, 202, 207, 211, 220  
Political Science 111, 205, 220

3

**INTERNATIONAL**

If the credit hours from AMERICAN CULTURES and SOCIAL RELATIONSHIPS total less than 8 credits, the choices are:

Anthropology 103, 110  
Geography 104 (was 102A, 102C), 105  
History 195  
Political Science 202, 210, 211

If the credit hours from AMERICAN CULTURES and SOCIAL RELATIONSHIPS total 8 credits or more, then other options are:

English 207, 211, 218  
French 101, 102, 201, 202  
German 101, 102, 201, 202  
History 210  
Philosophy 203, 210  
Spanish 101, 102, 201, 202

3

**PHYSICAL EDUCATION**

Choose one from PEA 101A, 103, 104A, 118 or 201 **and** one PEA or DNC credit hour of choice.

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**CHOOSE FROM THE FOLLOWING FOR A TOTAL OF 62 CREDITS**

**ADDITIONAL E.M.U. GENERAL EDUCATION REQUIREMENT:**

Choose one course from the following if not taken to fulfill a general education requirement: 3-4  
Anthropology 103, 110; Biology 110L&L; Business 200; English 207, 211; Geography 105; History 195, 207, 210; Philosophy 210; Political Science 202, 211; Sociology 102; Women's Studies 101

**MAJOR RELATED COURSES**

Communications 101 Oral Communications 3  
Economics 101 Principles of Economics 4  
Economics 102 Principles of Economics 4  
Business 121 Introduction to Business 3

## MINIMUM CREDITS

Business 101 Principles of Accounting I	4
Business 102 Principles of Accounting II (other option available at E.M.U.)	4
Business 123 Business Law (other option available at E.M.U.)	3
Business 114 Personal Finance (if available) (other options available at E.M.U.)	3
Business 161A (Effective Selling) (other options available at E.M.U.)	3
Education 216 Educating the Exceptional Child and Young Adult	3
Business 180C Introduction to Word Processing Part I (rec. corequisite: Bus 181C)	4
Business 280C Word Processing Part II (prerequisite: Bus 182C or instructor permission)	3
Education 250 Human Growth and Learning	3
<u>and</u> (or one course at E.M.U.)	
Psychology 202 Educational Psychology	3
TOTAL	<u>62</u>

Visit [emich.edu/sts/bmmt.htm](http://emich.edu/sts/bmmt.htm) for more information.

### **TEACHER EDUCATION PROGRAM ADMISSION: SPECIAL REQUIREMENTS**

Transfer students must first apply for admission to Eastern Michigan University at the Undergraduate Admissions Office. They may apply to the Teacher Education Program after successfully completing 12 hours at Eastern Michigan University, including at least one course in the major.

Criteria for admission to and continuance in the teacher education program are the following:

1. Completion of 56 hours with a minimum E.M.U. overall grade point average of 2.5 and at least 2.5 in the major (secondary and where applicable, elementary) or two minors (elementary). Students who transfer to E.M.U. with 56 credits and a 3.0 minimum cumulative gpa and have passed the MTTC Basic Skills Test may apply to Initial Teacher Certification program without establishing an E.M.U. gpa.
2. All written communication, speech, mathematics, lab science, and professional education courses must be completed with a grade of "C" or better.
3. Proof of passing scores on all three sections of the Michigan Test for Teacher Certification (MTTC) Basic Skills test.
4. Autobiography statement about your experiences with youth/children. Your autobiography should also explain why you want to become a teacher. This statement will be read for content, grammar and punctuation.
5. Freedom from civil/criminal conviction issues, academic probation, or administrative probation. If you answer yes to any of the civil/criminal conviction questions on the application, you will provide: 1) a copy of the Judgment of Sentence, Registrar of Actions or Certification of Conviction, and 2) a written explanation of the offense(s). Students with civil criminal conviction issues will be carefully reviewed before an admission decision is made.
6. Self-evaluation of professional behaviors.
7. Meeting academic, social, moral and financial obligations as a member of the E.M.U. community.

A copy of the Basic Skills Test scores and an autobiographical statement must be attached to the student's application.

NOTE: Please see the E.M.U. Undergraduate Catalog or consult the College of Education for information on the curricula in Elementary and Early Childhood Program, Secondary (middle school – high school) Program, and the K – 12 Program.

Transfer students with 56 or more credits should apply immediately after the semester in which they earn 12 credits at E.M.U. All prospective Elementary/Secondary Education teachers should attend a group advising session at E.M.U. Visit the teacher education web site at [www.emich.edu/coe/advising](http://www.emich.edu/coe/advising) to select an advising date. For program updates visit: [www.emich.edu/coe/ted/programs/undergraduate.html](http://www.emich.edu/coe/ted/programs/undergraduate.html).

Courses with grades of less than "C" or below 100-level will not transfer to E.M.U.

Students should check the M.C.C. catalog for course prerequisites.

It is recommended that Business, Management, Marketing, and Technology Education majors become familiar with the College of Technology section in the E.M.U. catalog.

The information contained in this curriculum guide is accurate as of September 2011 and is subject to change by both institutions.