Program Requirements
GPA: _____________________ 2.0
Credits: ____________________ 18

Core Courses 18 Credits

<table>
<thead>
<tr>
<th>Areas</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Courses</td>
<td>[Each course is worth 3 credits unless noted]</td>
</tr>
<tr>
<td>Required</td>
<td>BUS 100 Introduction to Business</td>
</tr>
<tr>
<td>18-credits</td>
<td>BUS 103 Success on Your Job (2 credits)</td>
</tr>
<tr>
<td>Complete</td>
<td>BUS 117 Principles of Financial Accounting 1</td>
</tr>
<tr>
<td></td>
<td>BUS 122 Computerized Accounting w/ QuickBooks</td>
</tr>
<tr>
<td></td>
<td>BUS 125 Payroll Accounting</td>
</tr>
<tr>
<td></td>
<td>BUS 128 Microsoft Excel Applications for Business</td>
</tr>
<tr>
<td></td>
<td>BUS 202 Professional Customer Service (1 credit)</td>
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</tbody>
</table>

Total Credits: ______

Total Estimated Program Cost

<table>
<thead>
<tr>
<th>Cost</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$1,260.00</td>
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<tr>
<td>Fees</td>
<td>$105.00</td>
</tr>
<tr>
<td>Books</td>
<td>$885.00 - $920.00</td>
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<tr>
<td>TOTAL</td>
<td>$2,250.00 - $2,290.00</td>
</tr>
</tbody>
</table>

*Tuition, fees and books subject to change without notice. Estimate for 2015-16 and 2016-17 academic years.

Important Dates to Remember:

Fall 2016 Semester:
- April 11: Schedule available online.
- April 15: FAFSA priority deadline.
- April 22: Veterans Priority Registration Day.
- April 25: Registration begins at 7:30 a.m.
- July 29: Last day for schedule changes for FAFSA.
- August 5: Financial Aid award available to students.
- August 22: Fall semester begins.
- September 2: Last day to withdraw without a “W” on transcript.
- October 4: Fall Graduation Application deadline.

Spring 2017 Semester:
- October 15: FAFSA Priority Deadline.
- November 14: Schedule available online.
- November 21: Veterans Priority Registration Day.
- December 16: Last day for schedule changes for FAFSA.
- December 23: Financial Aid award available to students.
- January 17: Spring semester begins.
- January 30: Last day to withdraw without a “W” on transcript.
- February 21: Spring Graduation Application deadline.

Summer 2017 Semester:
- March 13: Schedule available online.
- March 15: FAFSA Priority Deadline.
- March 24: Veterans Priority Registration Day.
- March 27: Registration begins at 7:30 a.m.
- June 5: Summer semester begins
- June 6: Last day to withdraw without a “W” on transcript.

Helpful Definitions and Websites

- See the cost savings in just tuition by completing the first two years of your bachelors degree at NPC at www.npc.edu/transfer.
- Find out more about NPC transfer agreements with other colleges and universities at www.npc.edu/transfer-agreements.
- Learn all about Arizona’s guaranteed transfer degrees to ASU, NAU and UofA at www.aztransfer.com.
- NPC’s college catalog is available online at www.npc.edu/college-catalog.
- Course Prefix: generally three or four characters identifying a department or division in which a course is taught (example: SOC is commonly used for Sociology courses).
- Prerequisites: a course that must be completed prior to taking a subsequent course.
- SUN#: the Shared Unique Number (SUN) System identifies some of the transferable lower-division courses commonly offered at the three Arizona public universities and at least two Arizona community colleges.

If you are a student with a disability and need accommodations, please contact the Disability Resource and Access office located at the White Mountain Campus. The coordinator, Sandy Manor, travels to all NPC campuses and centers. An appointment can be scheduled to meet with her by calling: (800) 266-7845, ext. 6178.