

Administrative Office Coordinator, A.A.B. to Integrated Business

Apply your first two years at Owens to your Bachelor's degree at Lourdes!



2 + 2 PATHWAY

OWENS – 1ST SEMESTER

Course	Description
ENG 111	Composition I
IST 131	Computer Concepts and Apps
MTH 133	Quantitative Reasoning
OAD 100	Beginning Keyboarding
OAD 135	Intro to Office Administration
SUP 101	On Being a Supervisor

OWENS – 2ND SEMESTER

Course	Description
ACC 101	Introductory Financial Accounting
BUS 200	Legal Environment of Business
ENG 112	Composition II
OAD 102	Word Processing Apps- Word
OAD 270	Presentation Management- PowerPoint
BUS 101	Contemporary Business

OWENS – 3RD SEMESTER

Course	Description
ACC 102	Introductory Managerial Accounting
ECO 201	Microeconomics
IST 235	Spreadsheet Applications
OAD 110	Bus. & Prof. Communication Social and Behavioral Science Elective

OWENS – 4TH SEMESTER

Course	Description
ACC 239	Quickbooks
BUS 120	Principles of Management
OAD 220	Workplace Technologies
BUS 205	Human Resource Management
OAD 293	Office Admin Internship Work Exp

LOURDES – 5TH SEMESTER

Course	Description
BUS 235	Business Communications History Literature
MTH 111	Fundamental Concepts of Math II Elective

LOURDES – 6TH SEMESTER

Course	Description
BUS 204	Marketing Concepts
BUS 254	Macroeconomics
ENG 352	Professional Writing
MTH 212	Statistics Theology (THS 125, 218, 220, 221, 235, 265, 312, or 316)

LOURDES – 7TH SEMESTER

Course	Description
BUS 320	International Business
BUS	Business Elective Natural Science Philosophy Theology 200 or higher

LOURDES – 8TH SEMESTER

Course	Description
BUS 304	Corporate Finance
BUS 430	Business Ethics
BUS 490	Business Policy Art or Music Enduring Question

This 2 + 2 Pathway is based on the 2022-2023 Lourdes University Catalog. Students entering Lourdes University under a different catalog may be subject to changes in program requirements.

**For more information please contact
Admissions at 419-885-5291 or luadmits@lourdes.edu**