

BACHELOR OF APPLIED SCIENCE

Take the next step.



Earn a Bachelor of Applied Science (BAS) at Boise State University.

The BAS complements and builds on your technical associate degree (AAS) and is the perfect next step to advance your career.



Complete your degree online or in-person



Full- or part-time options to fit your schedule



Maximize your technical education

“The BAS program has allowed me to develop different skills and set me up to be a leader and supervisor. It has prepared me for my future.”

- Brandon H., Bachelor of Applied Science Student



BOISE STATE UNIVERSITY

Contact us for more information:

appliedscience@boisestate.edu

(208) 426-3496

appliedscience.boisestate.edu

TRANSFER GUIDE

Associate of Applied Science,
Administrative Specialist



1st Semester

Course Title	Credits
ADMS 133 Mechanics of Business Writing	3
ADMS 138 Financial Business Applications	3
ADMS 140 Business Document Processing	3
ADMS 141 Computer and Technology Essentials	3
GEM 2 Oral Communication	3
GEM 6 Social & Behavioral Ways of Knowing	3

2nd Semester

Course Title	Credits
ADMS 112 Office Procedures	3
ADMS 135 Business Editing	3
ADMS 142 Spreadsheet Essentials	3
ACNT 151 Fundamental Accounting Concepts	3
GEM 3 Mathematical Ways of Knowing	3
ACNT 202 Business Law	3

3rd Semester

Course Title	Credits
ADMS 231 Business Writing	3
ACNT 255 Computerized Accounting	3
MRKT 265 Digital Publishing	3
GEM 1 Written Communication	3
MRKT 121 Business Concepts	3

4th Semester

Course Title	Credits
MRKT 267 Introduction to Website Design and Maintenance	3
ADMS 285 Administrative Specialist Seminar	3
ADMS 293 Internship	1-3
MRKT 257 Principles of Management	3
GE Elective General Education Course	3
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Bachelor of Applied Science,
Business Bridge to Career
Minor



BOISE STATE UNIVERSITY

1st Semester

Course Title	Credits
BAS 305 Introduction to the Applied Sciences	1
ENGL 102 Intro to College Writing and Research	3
DLV Visual and Performing Arts	3
DLL Literature and Humanities	3
DLN Natural, Physical, and Applied Science	3
Elective	3

2nd Semester

Course Title	Credits
DLN Natural, Physical, and Applied Science w/lab	4
UF 200 Civic and Ethical Foundations	3
BAS 310 Communication in the Applied Sciences	3
BUSBTC 301 Business Foundations 1	3
BUSBTC 302 Business Foundations 2	3

3rd Semester

Course Title	Credits
BAS 425 Creating a Culture of Safety	3
BUSBTC 310 Creating Value for People	3
BUSBTC 320 Creating Value for Customers	3
BUSBTC 330 Creating Value through Investment	3
MDS 410 Case Studies in Leadership	3

4th Semester

Course Title	Credits
BAS 495 Capstone in the Applied Sciences	3
BUSBTC 410 Business Analysis	3
MDS 420 Globalization	3
MDS 430 Ethics	3
MDS 440 Project Management and Design	3

**This is a sample degree pathway.*



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