

HCC Associate of Applied Science to University of Houston-Downtown



Bachelor of Applied Arts & Sciences in Applied Administration

	4 – Year	Suggested Academic Plar	າ for Tra	ansfer (1), E	ffective 2025-2	026 Catalog Year	
		F	irst Year	Freshman			
First Semester				Second Semester			
HCC	UHD	Course Name	Hrs	HCC	UHD	Course Name	Hrs
EDUC 1300 (2)		Learning Framework	3				
Complete course	es required for your cho	sen Workforce Program (AAS) at HCC.		Complete cours	es required for your cho	sen Workforce Program (AAS) at HCC.	
Total			15 18	Total			15 18
			Summe	r Session			
		(core curriculum) courses that were not rec but will satisfy core curriculum. (3)	quired for			(core curriculum) courses that were not requi but will satisfy core curriculum. (3)	ired for
Total			3	Total			3
		Sec	ond Year	Sophomore	:		
	F	irst Semester			So	econd Semester	
HCC	UHD	Course Name	Hrs	HCC	UHD	Course Name	Hrs
·	es required for your cho	sen Workforce Program (AAS) at HCC.	45.40	Total	es required for your cho	sen Workforce Program (AAS) at HCC.	45.40
Total			15 18	r Session			15 18
		(core curriculum) courses that were not recount will satisfy core curriculum. (3)		Complete additi		(core curriculum) courses that were not requi but will satisfy core curriculum. (3)	ired for
Total			3	Total			
							3
			Third Yea	ar – Junior			3
		irst Semester				econd Semester	3
НСС	UHD	irst Semester Course Name	Hrs	ar – Junior HCC	UHD	Course Name	Hrs
нсс	UHD AA 3301	irst Semester Course Name Professional Ethics					
нсс	UHD	irst Semester Course Name	Hrs		UHD	Course Name	Hrs
нсс	AA 3301 Free UD	Course Name Professional Ethics Any non-business upper division	Hrs 3		UHD AA 3302	Course Name Administrative Communication	Hrs 3
нсс	AA 3301 Free UD Elective	Course Name Professional Ethics Any non-business upper division elective	Hrs 3		UHD AA 3302 AA 3303	Course Name Administrative Communication Information Technology Administration	Hrs 3
нсс	AA 3301 Free UD Elective Gen. Ed. (Core)	Course Name Professional Ethics Any non-business upper division elective Complete additional core courses (3)	Hrs 3 3 3		AA 3302 AA 3303 AA 3304	Course Name Administrative Communication Information Technology Administration Budgeting for Administrators	Hrs 3 3 3
HCC	AA 3301 Free UD Elective Gen. Ed. (Core) Gen. Ed. (Core)	Professional Ethics Any non-business upper division elective Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3)	Hrs 3 3 3 3 3 3 15	HCC	AA 3302 AA 3303 AA 3304 Gen. Ed. (Core)	Course Name Administrative Communication Information Technology Administration Budgeting for Administrators Complete additional core courses (3)	Hrs 3 3 3 3 3
	UHD AA 3301 Free UD Elective Gen. Ed. (Core) Gen. Ed. (Core) Gen. Ed. (Core)	Professional Ethics Any non-business upper division elective Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3)	Hrs 3 3 3 3 3 3 15	нсс	AA 3302 AA 3303 AA 3304 Gen. Ed. (Core) Gen. Ed. (Core)	Course Name Administrative Communication Information Technology Administration Budgeting for Administrators Complete additional core courses (3) Complete additional core courses (3)	Hrs 3 3 3 3 3 3 3
Total	UHD AA 3301 Free UD Elective Gen. Ed. (Core) Gen. Ed. (Core) Gen. Ed. (Core)	Course Name Professional Ethics Any non-business upper division elective Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3)	Hrs 3 3 3 3 3 15 Fourth Ye	HCC Total ear - Senior	UHD AA 3302 AA 3303 AA 3304 Gen. Ed. (Core) Gen. Ed. (Core)	Course Name Administrative Communication Information Technology Administration Budgeting for Administrators Complete additional core courses (3) Complete additional core courses (3)	Hrs 3 3 3 3 3 15
	UHD AA 3301 Free UD Elective Gen. Ed. (Core) Gen. Ed. (Core) Gen. Ed. (Core)	Professional Ethics Any non-business upper division elective Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3)	Hrs 3 3 3 3 3 15 Fourth Ye	HCC	UHD AA 3302 AA 3303 AA 3304 Gen. Ed. (Core) Gen. Ed. (Core)	Course Name Administrative Communication Information Technology Administration Budgeting for Administrators Complete additional core courses (3) Complete additional core courses (3)	Hrs 3 3 3 3 15 Hrs
Total	UHD AA 3301 Free UD Elective Gen. Ed. (Core) Gen. Ed. (Core) Gen. Ed. (Core)	Professional Ethics Any non-business upper division elective Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3) irst Semester Course Name Human Resources Administration	Hrs 3 3 3 3 3 15 Fourth Ye	HCC Total ear - Senior	UHD AA 3302 AA 3303 AA 3304 Gen. Ed. (Core) Gen. Ed. (Core)	Course Name Administrative Communication Information Technology Administration Budgeting for Administrators Complete additional core courses (3) Complete additional core courses (3)	Hrs 3 3 3 3 3 15
Total	UHD AA 3301 Free UD Elective Gen. Ed. (Core) Gen. Ed. (Core) Gen. Ed. (Core)	Professional Ethics Any non-business upper division elective Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3)	Hrs 3 3 3 3 3 15 Fourth Ye	HCC Total ear - Senior	UHD AA 3302 AA 3303 AA 3304 Gen. Ed. (Core) Gen. Ed. (Core)	Course Name Administrative Communication Information Technology Administration Budgeting for Administrators Complete additional core courses (3) Complete additional core courses (3)	Hrs 3 3 3 3 15 Hrs
Total	UHD AA 3301 Free UD Elective Gen. Ed. (Core) Gen. Ed. (Core) F UHD AA 3305	Professional Ethics Any non-business upper division elective Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3) irst Semester Course Name Human Resources Administration Decision Making Skills for	Hrs 3 3 3 3 15 Fourth Ye	HCC Total ear - Senior	UHD AA 3302 AA 3303 AA 3304 Gen. Ed. (Core) Gen. Ed. (Core) St. UHD AA 3308	Course Name Administrative Communication Information Technology Administration Budgeting for Administrators Complete additional core courses (3) Complete additional core courses (3) cond Semester Course Name Negotiation & Mediation	Hrs 3 3 3 3 3 15 Hrs 3
Total	Gen. Ed. (Core) AA 3305 AA 3306 AA 3307 Prescribed Elect.	Professional Ethics Any non-business upper division elective Complete additional core courses (3) First Semester Course Name Human Resources Administration Decision Making Skills for Administrators	Hrs 3 3 3 3 15 Fourth Ye 3 3 3	HCC Total ear - Senior	UHD AA 3302 AA 3303 AA 3304 Gen. Ed. (Core) Gen. Ed. (Core) St. UHD AA 3308 AA 3310	Course Name Administrative Communication Information Technology Administration Budgeting for Administrators Complete additional core courses (3) Complete additional core courses (3) cond Semester Course Name Negotiation & Mediation Administering Organizational Change	Hrs 3 3 3 3 15 Hrs 3 3
Total	Gen. Ed. (Core) AA 3305 AA 3306 AA 3307 Prescribed	Professional Ethics Any non-business upper division elective Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3) Complete additional core courses (3) First Semester Course Name Human Resources Administration Decision Making Skills for Administrators Administrators	Hrs 3 3 3 15 Fourth Ye 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3	HCC Total ear - Senior	UHD AA 3302 AA 3303 AA 3304 Gen. Ed. (Core) Gen. Ed. (Core) So UHD AA 3308 AA 3310 AA 4305	Course Name Administrative Communication Information Technology Administration Budgeting for Administrators Complete additional core courses (3) Complete additional core courses (3) cond Semester Course Name Negotiation & Mediation Administering Organizational Change Project Administration	Hrs 3 3 3 3 15 Hrs 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3

Notes/Comments:

- (1) Students must hold an Associate of Applied Science degree and have a transfer GPA of 2.25 or higher to be eligible for the BAAS-AA program. The BAAS-AA is a 120-credit hour degree program. It accepts 36 credit hours of the workforce courses, regardless of the number of credit hours of workforce courses are required for completion of the AAS degree.
- (2) EDUC 1300 is required for First Time in College (FTIC) students only.
- (3) In addition to the completion of the AAS degree at HCC, students can complete the rest of the statewide core curriculum courses either at HCC or UHD. Students can be enrolled in both institutions concurrently towards completion of the AAS or the AA degree.
- (4) BAAS-AA & BAAS-APAL, the total number of statewide Core Curriculum courses is 14



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Transfer Information

Program Specific Information:

Bachelor of Applied Arts & Sciences – Applied Administration

Program Specific Requirements:

None

Program Admissions Requirements:

Students continuing at UHD who meet the following criteria may be admitted into the BAAS in Applied Administration degree program as a declared major:

- UHD GPA of 2.25 or higher
- Completion of an Associate of Applied Science (AAS) degree from an institution accredited by a Texas Higher Education Coordinating Board recognized accrediting agency

Students transferring to UHD who meet the following criteria may be admitted into the BAAS in Applied Administration degree program as a declared major:

- Transfer GPA of 2.25 or higher
- Completion of an Associate of Applied Science (AAS) degree from an institution accredited by a Texas Higher Education Coordinating Board recognized accrediting agency

Transfer of Credit & Student Benefits:

- Credits from HCC that are transferrable to UHD degree programs may be specified in any program-to-program articulation agreement.
- · Reverse transfer
- HCC students will be allowed access to academic advising services at UHD
- HCC Honors students admitted to UHD will receive:
 - o Acceptance to UHD Honors Program with a minimum GPA (GPA varies by the College in which the program resides)
 - UHD will accept a minimum of 12 hours of transfer Honors credit; eligible for merit and need-based aid commensurate with qualifications



Updated: 9-23-2025