



Baker College



Bachelor of Health Services Administration

STUDENT DATA:

NAME: ROADMAP 'S DEGREE

SSN: 000-00-0000

Credit Potential
Required Credit

Composition I (ENG101) [EN024B]

4.00

Emphasizes the development of reading and responding to literary texts. Writing includes essays on multiple issues and a college-level documented research assignment.

Prerequisite(s): ENG 099 or placement exam .

(College credit by examination may apply.)

{DANTES Code = 11.07.00}

Composition II (ENG102) [EN025B]

4.00

Continues developing students' critical thinking and writing skills through reading and writing persuasive and argumentative papers. Major concentration will be on argument in research.

Prerequisite(s): ENG 101 or acceptable English essay , placement exam .

(College credit by examination may apply.)

{DANTES Code = 11.07.00}

Principles of Macroeconomics (ECN201) [EC09SB]

4.00

Principles of Macroeconomics - Includes an introduction to aggregate economics, the study of choosing the economic role of government, money and banking, national income analysis, employment, and inflation.

Prerequisite(s): MTH 111 .

(College credit by examination may apply.)

{DANTES Code = 20.05.00}

Introductory Algebra (MTH111) [MH047B]

4.00

Covers the basic elements of algebra. Included in the course are integers, rational numbers, variable expressions, linear equations, polynomial operations and factoring, algebraic fractions, linear graphing, systems of linear equations, and the quadratic formula.

(College credit by examination may apply.)

{DANTES Code = see 14.XX.XX series}

Sociology (SOC201) [SO001B]

4.00

Examines social organization, culture, and the relationship between society and the individual. The areas to be studied are social groups, roles and statuses, institutions, social stratification, socialization, social change, and social policy.

(College credit by examination may apply.)

{DANTES Code = 20.10.00}

Oral Communication (SPK201) 4.00

Develops confidence and skill in many facets of oral communication. Students will explore diverse topics and formats, using both organization and research to support themselves during oral presentations. Self-improvement, poise, and group sensitivity are part of the course objectives.

(College credit by examination may apply.)

{DANTES Code = 04.10.00}

Workplace Communication (WRI115) [CM007B] 4.00

Prepares students to be effective communicators in the workplace. The course includes fundamental techniques and formats used in business and technical communication. Clear, concise, factual communication is stressed through a variety of applications including letters, memoranda, business and technical proposals, manuals, and research writing. Preparation of a resume and associated job-search documents are included.

Select 4 courses from the following Information Systems courses: 8.00

Select from the following:

INF111 Information Systems Theory 2

INF112 Word Processing 2

INF113 Electronic Spreadsheets 2

INF114 File Management 2

INF121 Introduction To Windows 2

INF131 Internet And The World Wide Web 2

INF141A Microsoft Powerpoint 2

(Visit the Baker College website for a description of these courses.)

{DANTES Code = 05.XX.XX series}

Human Relations or General Psychology (PSY 101 or 111) [BU064B,PS101B] 4.00

Human Relations - Explores the aspects of personality and human interaction with applications to both personal and professional growth. Topics include self-awareness, motivation, goal setting, values, problem-solving, communication skills, and stress management. OR

General Psychology - Examines the science of behavior and mental processes. Topics include human development, perception, emotion, motivation, personality, social psychology, behavior disorders, and therapy.

(College credit by examination may apply.)

{DANTES Code = 03.13.04 or 20.09.00}

Major Core Requirements**Integration Portfolio (BUS499A) 2.00**

Integrates and demonstrates the student's professional and personal growth during his/her baccalaureate study. The culminating activity for this course is the completion of a faculty-guided major written project encompassing an area of theory and practical application in the field of business, developed over the duration of the BBA program of study, which demonstrates the student's knowledge of applied business research.

Exclusive to the Accelerated Bachelor Degree program.

Prerequisite(s): Acceptance in the program or BUS 311 , SOC 321R , BUS 371 , ECN 321R , BUS 401 , PSY 231R , MTH 312R , WRI 311R .

Health Law and Regulations (HSC312R) [AH022B]	6.00
Addresses legal issues, restraints, and problems arising from organization and delivery of health care services. Tort law; hospital, physician, nurse, and other health professionals liability; informed consent; medical records; legal reporting obligations; abortion; autopsy, donation and experimentation; sterilization and artificial insemination; euthanasia; patient rights and responsibilities; labor relation; insurance; trial procedures; and restraint of trade are topics which are included. (Includes a major research paper.)	
Planning and Evaluation of Health Services (HSC315R)	6.00
Researches and examines the steps to planning, implementation, and evaluation of health services. Includes the development of measurable objectives and the compilation and presentation of a report. (Includes a major research paper.)	
Health Care Administration (HSC401R) [AH025B]	6.00
Covers the basic principles of health care administration including planning, organizing, staffing, directing, and controlling. The emphasis will be on administration of hospitals, organizational structure, trustee responsibility, medical staff relationships, third-party payors, and fiscal management. (Includes a major research paper.) {DANTES Code = 09.05.00}	
Health System Finance (HSC403R)	6.00
Examines basic accounting principles and finance in health care settings. Considerations in budgetary preparation will be discussed. (Includes a major research paper.)	
Seminar in Health Issues (HSC411R)	6.00
Studies current health care issues such as managed care, health insurance, foreign health care systems, and the policies of health care. Individual or group projects will be a component of this course. (Includes a major research paper.)	
General Education Requirement	
International Economics (ECN301R)	6.00
Focuses on the topics of comparative advantages to include advantages, costs, and barriers to free trade; capital mobility; balance of payments; and foreign exchange markets. Prerequisite(s): MTH 312R , WRI 311R . {DANTES Code = 03.02.03}	
Research and Statistics (MTH 312R)	6.00
Emphasis is placed on the analytical and inferential skills needed for decision making using basic descriptive and inferential statistical procedures. Specific focus is placed on hypotheses testing and interpretation using computer output. Students will develop skills in applying statistical methods used in the analysis of problems. This course is designed in part to prepare students for the research aspects of the accelerated bachelor degree program.	

Prerequisite(s): Acceptance in the program .

Organizational Psychology (PSY231R) 6.00

Explores selection, placement, and evaluation of personnel, work motivation, leadership, worker well being, group organization, and processes in the workplace. Exclusive to the Accelerated Bachelor degree program.

Prerequisite(s): MTH 312R , WRI 311R .
{DANTES Code = 20.09.08}

Cultural Diversity (SOC321R) 6.00

Examines racial, ethnic and religious groups, including their historical development. Topics include prejudice, discrimination, conflict, racial and ethnic identity, segregation, and assimilation. This course is exclusive to the Accelerated Bachelor degree program.

Prerequisite(s): SOC 201 .

Group Dynamics (SPK211) [BU064B,PS703B] 4.00

Integrates and applies knowledge gained from the oral communication and human relations classes. Specifically, small group communication in work and social organizations, both verbal and nonverbal, will be the primary focus.

Prerequisite(s): PSY 111 or PSY 101 , SPK 201 .

Report Writing (WRI311R) 6.00

Requires the student to design and compose a research paper that focuses on the structure, format, and process for writing a formal report following APA guidelines and applying research. This course is exclusive to the accelerated bachelor degree program.

Prerequisite(s): Acceptance in the program .
(College credit by examination may apply.)
{DANTES Code = 04.06.02}

Experiential Credit in Health Services Administration 24.00

Approved Credit / Free Electives 50.00

(College credit by examination may apply.)

Excess or Duplicate Credit

TOTAL 180.00 0.00

Thank you for requesting support from the U.S. Coast Guard Institute (CGI). Whereas we serve as an activity in support of your unit Educational Services Officer (ESO), you are encouraged to seek assistance from your local ESO in your academic endeavors. The following information is provided to help you understand what is presented in this degree plan:

This document is an UNOFFICIAL Degree Plan to provide you with a preliminary assessment of how your prior learning experiences might fit into the specified degree program for this academic institution. If you choose to pursue this degree option, you must present it to a college representative, who will review it for the following:

- o Accurate representation of the college's degree program requirements, including course numbers and titles, credit hours for each course, lower- and upper-level course requirements, and the total number of credits needed for the degree.
- o Appropriate assignment of ACE Guide-recommended credit at the lower or upper level for military service schools and occupations, CLEP, DSST, and other tests, transfer credit for courses from other colleges and universities, certification programs, etc.
- o Appropriate assignment of SOC Course Category Codes from the SOC Handbook Transferability Tables. The SOC Degree Program Handbooks can be obtained from the SOC web site at: www.soc.aascu.org should you wish to learn more about the course transfer guarantees among SOC network institutions.

IMPORTANT NOTE: When you are ready to seek admission into this degree program, please contact the USCG Institute at 1-405-954-7241. Your advisor will send the college or university an official U.S. Coast Guard Institute transcript, a copy of the degree plan, and a ready-for-signature SOC Student Agreement which, when signed by a college official, becomes a contract for degree completion committing the college or university to supporting you in your academic endeavors.

Credit for all courses you have taken must be reflected on official transcripts sent directly to this college from the administrative offices of the colleges you previously attended. This degree plan is often used for information purposes by college counselors pending receipt of the official transcripts from the source colleges.

This degree plan is not intended to compete with your local college or university. Keep in mind, you are allowed to transfer in a significant amount of the degree requirements to this institution. As such, credit from local colleges, college level examination programs, or advanced military training may be applied to this degree. You may also complete the courses necessary from this college either in residence (on campus or possibly on a military base at a campus extension in the Education Center) or through distance delivery of the courses. If you have questions, please contact the college counselor or your advisor listed at the bottom of this Degree Plan.

DEGREE PLAN LEGEND:

SH = Semester hours
 VOC = Vocational, not relative to an academic degree
 LL = Lower Level, i.e. courses at the Freshman/Sophomore level
 UL = Upper Level, i.e. courses at the Junior/Senior level
 GL = Graduate Level (sometimes recommended by ACE for very complex courses)
 [#] such as [EN024A] or [EN024B] = SOC Course Category Codes*
 {#} such as {DANTES Code = 01.02.03} = DANTES Academic Codes **

* SOC Course Category Codes: Service members Opportunity Colleges (SOC) is a consortium of over 1,600 accredited colleges and universities seeking to provide degree opportunities to the military. Over 170 of these institutions participate in network degree programs developed for the Army, Navy, Marine Corps, and Coast Guard. A SOC course category number beside a course from one of these institutions, such as

[EN024A] or [EN024B] for English Composition, indicates that courses from other degree program institutions with the same code may be taken to satisfy the degree requirement. See the SOC Degree Programs Handbooks at <http://www.soc.aascu.org/>

** DANTES Academic Codes: The Defense Activity for Non-Traditional Education Support (DANTES) publishes the DANTES Independent Study Catalog (DISC) annually, which lists more than 6,000 courses from dozens of regionally accredited colleges and universities. Because this is a degree from a SOC affiliated college, the academic residency requirements are limited, thereby allowing students to transfer in a significant portion of the degree, as mentioned above. If the course you desire to take is not offered by this institution when you want to take it, consider the opportunities the courses in the DISC present. For more information, visit http://www.dantes.doded.mil/dantes_web/distancelearning/disc/front/cont.htm Keep in mind, you should always check with the counselor or academic advisor at this institution before enrolling in a course listed in the DISC to ensure it will be accepted in transfer toward this degree.

Baker College General Information

We have a single focus...helping you get your dream job in the shortest time possible. We call it Career Credentials. It means you'll be 100% ready for your new job with no additional training required. Baker offers training and education in growing career fields like business, health, computers, technology, human services, and education. Because of our focus, we work hard to give you the best possible experience, including state-of-the-art facilities, small classes, professional instructors with real world experience, convenient class times, and accelerated programs. Can Baker College really help you find your dream job? Ask one of our graduates. 99% of them are employed!

Baker's degree programs are designed to prepare you 100% for your new career or advanced position as quickly as possible, with no additional training required. That's exactly what employers are looking for!

Baker offers Master's degrees, Bachelor degrees, Associate degrees and certificates in growing, high-demand career fields.

Within a few years on either side of the turn of the 20th Century, two proprietary institutions of higher education were founded, completely independent of each other, but with remarkably similar missions - to train people with the skills needed for employment in the offices of the great industries that were emerging in their cities at that time.

In 1888 Woodbridge Ferris started what is now Baker College of Muskegon. It was an entrepreneurial venture inspired by the "boom" years of lumbering and Great Lakes shipping on Michigan's western coast. Twenty three years later, in 1911, in a similar enterprise motivated by the growth of the great automotive factories in Flint, Eldon E. Baker founded Baker Business University. Both schools flourished, earning national accreditation, and incorporation under the laws of the State of Michigan. Then in 1965, after years of separate but parallel existence, the two colleges were brought under a single management group. Together they were authorized to grant the associate of business degree in 1974 and the associate of science degree in 1981. Muskegon College was reorganized as a non-profit corporation in 1969

and Baker College made the same transition in 1977. In 1983 Baker College acquired the property of the former John Wesley College (in Owosso), and the next winter began operation of a campus there. Then in 1985 all three campuses received regional accreditation from the North Central Association of Colleges and Schools. Six months later they were authorized to grant the bachelor of business administration degree.

In 1986, following 21 years of close and valuable association, the schools officially merged to form the Baker College. At the same time, Baker College of Owosso became autonomous, with its own officers and board of regents, but still a part of the Baker College system. Also in the same year, Muskegon began offering extension classes in Cadillac. On January 4, 1990, Baker College acquired the campuses of Pontiac Business Institute in Pontiac, Mount Clemens and Port Huron, Michigan, forming Baker College of Eastern Michigan. In June, 1990, Muskegon College changed its name to Baker College of Muskegon. Jackson Business Institute was added to the mix in 1994, becoming Baker College of Jackson, making the Baker System one of Michigan's and the nation's largest independent career colleges.

Amazingly, through all of this growth and success, the singular component that brought two fine business schools together to form one outstanding allied health, business, and technical career college has not changed. On all eleven Baker College campuses, which includes Baker College Business and Corporate Services, Baker College Online, and the Baker College Center for Graduate Studies as well as five branch locations, the basic mission is the same as it was in 1888 and 1911. The colleges still espouse and teach the principles of free enterprise and a strong work ethic, and prepare their students for employment and citizenship in today's competitive working world.

Baker College has experienced significant growth in recent years in both facilities and numbers of students. A highly significant step in the Baker College pursuit of academic excellence was taken in the fall of 1994 with the introduction of the College's first graduate studies program, an executive master of business administration degree with an emphasis in leadership. Administered by the Center for Graduate Studies, this was the first of a series of advanced degrees which extend masters degree opportunities to students in all of the career disciplines available through Baker College. In the fall of 1995 the College added the first engineering bachelor degree programs to its curricula.

Rapid growth in virtually all of Baker's campuses, and in the Business and Corporate Services and Online divisions, has brought Baker College's Fall 2002 enrollment to nearly 23,000 students, making it one of the largest private college systems in the State of Michigan. This growth can be expected to continue through future years, stimulated and supported by an ever-increasing demand for skilled and educated employees in all job fields, by advances in distance learning technology, and by the open-minded approach espoused by the Baker College administration toward innovation, entrepreneurship, and just plain hard work.

This program is designed for the working professional and combines core course work with independent research and experiential credit to provide an administrative degree for today's health environment. Each core course contains focused study in the content area accompanied by independent research. Individuals considering this program must have completed an Associate degree or 90 quarter hours (include the Required Core as listed below) either in a health related field or in another field

with three years of current experience in a health care setting.

Have you been intimidated by the tuition that other online colleges charge? You may have thought that online education is not an option you can afford. But with Baker College Online, your tuition is less than half that of other major online colleges, in most cases! This makes Baker one of the most affordable options for higher education available to busy working adult students.

Tuition rates : (Subject to change)

Undergraduate

One-time application fee: \$20

Cost per credit hour: \$165

Graduation fee: \$50

Requirements for Success

§ Textbooks for all online courses must be purchased through the Online Bookstore.

§ Most online courses are 6 weeks long and require a lot of reading.

§ Class discussion takes place throughout the week, including weekends.

Instructors consider student participation very important and will grade accordingly.

§ You must participate in class discussion at least five out of seven days each week.

§ A term paper and/or final exam is due at the end of each course.

§ Assignments and structure varies from course to course.

§ Always check the course outline at the beginning of each course for assignment information and due dates.

For your next step in pursuing this degree, please contact:

Tami Sarles

Baker College Online

1116 West Bristol Rd

Flint, MI 48507-9843

Toll Free: (800) 469-3165, (810) 766-4390

E-mail : military@baker.edu

Website: <http://www.baker.edu/>

POLICY NOTES:

Graduation Requirments

. Successfully complete all the courses required by the program of study.

. Complete a minimum of 48 quarter hours of credit, through actual class time with Baker College. Courses below the 100 level will not be used.

. Complete at least 12 quarter hours in the major at Baker College. For bachelor degree programs, the 12 quarter hours must be at the 300-400 course level.

. Achieve a cumulative grade point average of 2.00 or better.

. Complete the online graduation form one quarter prior to graduation.

A student may apply nontradition credit including advanced placement, waiver test, articulation, CLEP test, transfer credit, and experiential learning credit for some

program requirements. Please contact Dawn Prueter, Registrar for more information (dawn@baker.edu).

Dawn Prueter, Registrar
dawn@backer.edu

This college is rated as one of the nation's best in U.S. News & World Report's "America's Best Colleges" issue.

Evaluation completed by: Charles Morrison

On: 17 May 2007