

Coastline Community College
Military Program
 Associate in Arts (AA) Degree
 Major: Financial Manager

Military office administrative specialists such as Navy YNs and PSs satisfy most if not all of this major with their military transcript credits. In most cases just an extra course in financial accounting will be required to satisfy the entire major.

Courses denoted in **bold** are available online through Coastline's Military Program. Other course requirements may be met by coursework completed at another regionally accredited institution and ACE recommended credits.

Total Semester Hours Required: 23.5 SH

Required courses: 13.5 SH

BC C150	MS Office Professional 1	3 SH
ENGL C135 or	Business Writing	3 SH
ENG C136	Business Communication	3 SH
BC C107	Keyboarding 1	1.5 SH
BC C108	Data Entry	1.5 SH
BC C104	Windows	1.5 SH
BC C112	Office Organization	3 SH

Program Electives: Choose 10.0 SH from courses listed below:

ACCT C101	Financial Accounting	4 SH
BC C120	Excel 1	1.5 SH
BC C121	Excel 2	1.5 SH
BC C123	Quick Books	3 SH
BC C283	**Work Based Learning	3 SH

***3 SH for Work Based Learning is satisfied for Military Rank E4 and higher.*