

Program Transfer Guide

Gateway Technical College Associate of Applied Science (AAS) in

ADMINISTRATIVE PROFESSIONAL

→ UIU Bachelor of Science (BS) in

BUSINESS ADMINISTRATION – General Business Emphasis

JUNE 2025



Years 1 & 2 at Gateway Technical College:

GTC Program Course Sequence			Course Transfers into UIU as			
Course ID	Course Name	# Cr	Course ID	Course Name	# Cr	Requirement Fulfilled
Term 1						
890-155	Gateway to Success	1	FYS 120/122	First Year Seminar	1	PPE FYS 120/122
106-021	Business Office Fundamentals	3	-----	-----	3	Free Elective
106-028	Office Tech Essentials	3	-----	-----	3	Free Elective
106-137	Keyboarding Applications	3	-----	-----	3	Free Elective
801-136	English Composition 1	3	ENG 101	English Composition I	3	PPE ENG 101
Term 2						
106-019	Admin Services Internship I	1	-----	-----	1	Free Elective
106-024	Professionalism in Business	3	-----	-----	3	Free Elective
106-025	Spreadsheets for Business	3	-----	-----	3	Free Elective
106-026	Business Publications	3	-----	-----	3	Free Elective
106-030	Word Processing for Business	3	-----	-----	3	Free Elective
804-135	Quantitative Reasoning	3	MATH 101	Math for Liberal Arts	3	PPE QR & Prereq
Term 3						
101-112 OR 101-114	Accounting for Business OR Accounting Principles	3 OR 4	ACCT 201	Accounting Principles I	3-4	PPE QR & Business Core
801-196	Oral/Interpersonal Comm	3	COMM 200	Interpersonal Comm	3	PPE COMM 200
Term 4						
106-029	Presentations for Business	3	-----	-----	3	Free Elective
106-022	Info Management for Business	3	BA 222	Management Info Systems	3	Business Core
106-190	Admin Office Procedures	3	-----	-----	3	Free Elective
809-172	Diversity Studies, Intro to	3	SOC 240	Diversity in the US	3	PPE DEI
Term 5						
106-006	Business Communication Skills	3	BA 374	Business Communication	3	Business Core
106-020	Admin Services Internship II	1	-----	-----	1	Free Elective
106-023	Office Management	3	BA 210	Management Principles	3	Business Core
106-027	Integrated Business Projects	3	-----	-----	3	Free Elective
809-198	Psychology, Intro to	3	PSY 190	General Psychology	3	PPE Social Science
Total occupational course credits earned:		60-61	Total course credits accepted:		60-61	
Total transferable credits#:		60-61	UIU recommendations are bolded .			

Years 3 & 4 at Upper Iowa University:

Courses to be taken at Upper Iowa University	UIU Program Course List		# Cr	Requirement Fulfilled	Transferred In
	Peacock Professional Experience (PPE) Courses				
	FYS 120 OR FYS 122	First Year Seminar (Fayette) First Year Seminar (Online/Self-Paced)	3	Success in Higher Education	890-155
	ENG 101	English Composition I	3	PPE Prof Comm/Wrtn (PW)	801-136
	ENG 102	English Composition II	3	PPE Prof Comm/Wrtn (PW)	---
	COMM 105 OR COMM 200	Public Speaking Interpersonal Communication	3	PPE Prof Comm/Oral (PC)	801-196
		any Diversity, Equity & Inclusion	3	PPE Divers., Equity & Inclusion (DEI)	809-172
		any Quantitative Reasoning	3	PPE Quantitative Reasoning (QR)	<i>in major</i>
		any Science	3	PPE Science (SCI)	---
		any Social Science	3	PPE Social Science (SSCI)	809-198
		any Civics, Ethics & Citizenship	3	PPE Civics, Ethics & Citizenship (CIV)	ECON 160
		any Creative Expression	3	PPE Creative Expression (CREX)	---
	Prerequisites				
	MATH 101 OR MATH 105 OR MATH 107	Math for Liberal Arts OR College Mathematics w/ Applications OR College Algebra	3	PPE QR & Prereq. for BA 256 or MATH 220 & ACCT 201	804-135
	IS 102	Computer Applications and Technology	3	Prereq. For BA 256	---
	Business Core Courses				
	ECON 160	Principles of Microeconomics	3	Business Core/PPE CIV	---
	ECON 161	Principles of Macroeconomics	3	Business Core	---
	ACCT 201	Accounting Principles I	3	Business Core/PPE QR	101-112 or 101-114
	ACCT 202	Accounting Principles II	3	Business Core	---
	MKT 208	Marketing Principles	3	Business Core	---
	BA 210	Management Principles	3	Business Core	106-023
	BA 222	Management Information Systems	3	Business Core	106-022
	BA 256 OR MATH 220	Quantitative Analysis for Business I OR Elementary Statistics	3	Business Core/PPE QR	--- OR ---
	BA 302	Business Law and Ethics	3	Business Core	---
	FIN 341	Corporate Financial Management	3	Business Core	---
	BA 356	Quantitative Analysis for Business II	3	Business Core	---
	BA 374	Business Communication	3	Business Core	106-006
	BA 460	Strategic Management	3	Business Core	---
	Major Courses				
	BA 361	Human Resource Management	3	Major	---
	BA 370	Entrepreneurship and Small Bus Mgmt	3	Major	---
	BA 423	Production & Operations Management	3	Major	---
	Complete four 300-400 level Business courses (ACCT, BA, ECON, FIN, HSA, MKT, SA, SCM), with at least two at the 400-level.		12	Emphasis	---
Total additional credits needed at UIU to complete degree:		60			
Total transferable credits from GTC:		60-61			
Total Earned Credits:		120-121			



~~ NOTES ~~

LEGEND:

- # Transfer grades lower than a C- will not be accepted.
- **Bolded** text indicates UIU recommendations.
- *Grayed out text* indicates courses fulfilled through transfer. Strikethrough indicates specific course if within grouping.

A minimum of 120 semester credits is required for a baccalaureate degree; up to 78 lower-division college semester credits from Gateway Technical College. A minimum of 30 credits must be upper-division credits for a UIU baccalaureate degree; lower-division transfer work from Gateway Technical College does not contribute to the upper-division credit requirement at UIU.

This program transfer guide is based on the June 2025 course-to-course articulation (UIU 2024-25 catalog & GTC 2024-25 catalog).

Every effort has been made to ensure the accuracy and completeness of this program articulation. The office of the Registrar of Upper Iowa University reserves the right to make corrections, additions, and deletions as necessary.

Maximize Your Transfer to UIU

Take up to 17-18 credits to fulfill the Peacock Professional Experience (PPE), Prerequisite and Business Core Requirements.

Choose up to 17-18 additional credits at Gateway Technical College to transfer into Upper Iowa University to fulfill PPE, Prerequisite and Business Core requirements. Talk with your advisors to ensure additional courses will fit with your degree plan and financial aid requirements.

Choose up to 17-18 credits from the following areas:

- Creative Expression PPE Requirement – up to 3 credits
- Professional Communication (Written) PPE Requirement – up to 3 credits (ENG 102)
- Science PPE Requirement – up to 3 credits
- Prerequisite Requirement – up to 3 credits (IS 102)
- Business Core Requirements – up to 15 credits (*Up to one upper division course – see table below*)

Additional Elective Transfer Guide

GTC ELECTIVES			Transfers as UIU Course			
Course Id	Course Name	# Cr	Course Id	Course Name	# Cr	Requirement Fulfilled
PPE Written Communication Requirement						
801-150 OR 801-202	English Composition II OR English Composition 2	3 OR 3	ENG 102	English Composition II	3	PPE ENG 102
PPE Science Requirement						
001-107	Plant Biology for Horticulture	3	SCI 150	Science Gen Ed	3	PPE Science
806-102	Environmental Chemistry	4	CHEM 115	Environmental Chemistry	4	PPE Science
806-112	Principles of Sustainability	3	SCI 150	Science Gen Ed	3	PPE Science
806-114	General Biology	4	BIO 100	General Biological Science	4	PPE Science
806-127	Chemistry 1	4	SCI 150	Science Gen Ed	4	PPE Science
806-134	General Chemistry	4	SCI 150	Science Gen Ed	4	PPE Science
806-154	General Physics I	4	PHY 111 AND PHY 112	Introductory Physics I AND Introductory Physics Lab I	3 AND 1	PPE Science
806-177	General Anatomy & Physiology	4	SCI 150	Science Gen Ed	4	PPE Science

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806-179	Anatomy/Physiology Advanced	4	SCI 150	Science Gen Ed	4	PPE Science
806-186	Introduction to Biochemistry	4	SCI 150	Science Gen Ed	4	PPE Science
806-195	Anatomy & Physiology I	4	BIO 270	Human Anatomy & Physiology I	4	PPE Science
806-201	Survey of Natural Science	4	SCI 150	Science Gen Ed	4	PPE Science
806-203	Nutrition	3	BIO 165	Human Biology & Nutrition	3	PPE Science
806-237	Biology 1	5	BIO 135	Principles of Biology I	5	PPE Science
PPE Creative Expression Requirement						
201-100	Design Concepts	4	GRAF 112	Intro to Graphic Design	4	PPE Creative Expr.
201-102	Intro to Digital Photography	3	GRAF 218	Digital Photography	3	PPE Creative Expr.
201-112	Advanced Digital Photography	3	GRAF 218	Digital Photography	3	PPE Creative Expr.
304-101	Hist. of Furniture/Décor. Arts	3	CREX 150	Creative Expression Gen Ed	3	PPE Creative Expr.
304-102	Principles of Interior Design	3	CREX 150	Creative Expression Gen Ed	3	PPE Creative Expr.
304-118	Art History	3	CREX 150	Creative Expression Gen Ed	3	PPE Creative Expr.
504-176	Spanish for Law Enforcement	3	CREX 150	Creative Expression Gen Ed	3	PPE Creative Expr.
533-126 AND 533-127	American Sign Language 1 AND American Sign Language 2	2 AND 2	CREX 150	Creative Expression Gen Ed	3	PPE Creative Expr.
533-128 AND 533-129	American Sign Language 3 AND American Sign Language 4	2 AND 2	CREX 150	Creative Expression Gen Ed	3	PPE Creative Expr.
801-204	Introduction to Literature	3	ENG 125	Introduction to Literature	3	PPE Creative Expr.
801-177	Creative Writing	3	ENG 170	Introduction to Creative Writing	3	PPE Creative Expr.
801-205	Creative Writing	3	ENG 170	Introduction to Creative Writing	3	PPE Creative Expr.
802-118	SPA IV: Fourth Semester Spanish	4	CREX 150	Creative Expression Gen Ed	4	PPE Creative Expr.
802-119	SPA III: Third Semester Spanish	4	CREX 150	Creative Expression Gen Ed	4	PPE Creative Expr.
802-124	SPA I: First Semester Spanish	4	CREX 150	Creative Expression Gen Ed	4	PPE Creative Expr.
802-125	SPA II: Second Semester Spanish	4	CREX 150	Creative Expression Gen Ed	4	PPE Creative Expr.
802-126	Spanish for Healthcare Providers	3	CREX 150	Creative Expression Gen Ed	3	PPE Creative Expr.
802-201	Spanish 1	4	CREX 150	Creative Expression Gen Ed	4	PPE Creative Expr.
802-202	Spanish 2	4	CREX 150	Creative Expression Gen Ed	4	PPE Creative Expr.
802-203	Spanish 3	4	CREX 150	Creative Expression Gen Ed	4	PPE Creative Expr.
802-204	Spanish 4	4	CREX 150	Creative Expression Gen Ed	4	PPE Creative Expr.
Business Core Requirements						
101-116	Corporate Accounting	3	ACCT 202	Accounting Principles II	3	Business Core
104-101 OR 104-126	Marketing Principles OR Business Marketing I	3 OR 3	MKT 208	Marketing Principles	3	Business Core
804-189	Statistics, Introductory	3	MATH 220	Elementary Statistics	3	PPE QR & Bus Core
809-201	Macroeconomics	3	ECON 161	Principles of Macroeconomics	3	Business Core
809-143 OR 809-195	Microeconomics OR Economics	3 OR 3	ECON 160	Principles of Microeconomics	3	PPE Civ/Ethics & Bus Core
101-155 OR 102-160	Financial Analysis/Mgmt OR Business Law	3 OR 3	FIN 341 OR BA 302	Corporate Financial Mgmt OR Business Law & Ethics	3	Business Core