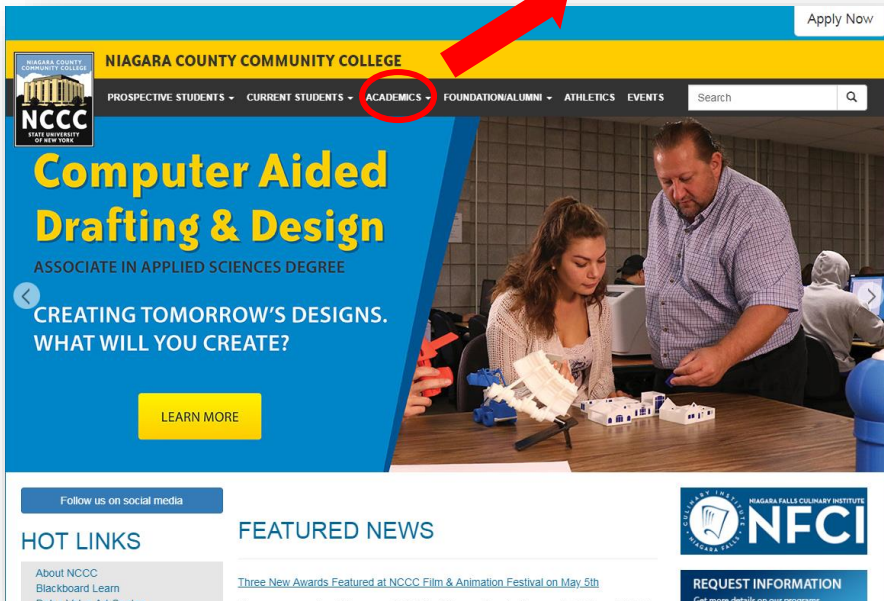




# CREATING AN ACADEMIC PLAN

1. Go to [www.niagaracc.suny.edu](http://www.niagaracc.suny.edu) and click on **ACADEMICS** at the top of the webpage.



2. Click on **Programs** on the drop down list. It will take you to the page below. Click on your major. Make sure to note if you are pursuing a certificate, an AAS, or an AS degree.



3. After clicking on your intended major, click on the **blue button**.



4. Scroll down to **Typical Program**. Created by the department, this outlines the suggested sequence of classes.

11. Health or Physical Education (minimum of 2-credit hours)

**Typical Program**

**First Semester**

- ACC 116 - Financial Accounting 3 Cr.
- BUS 101 - Organization & Management 3 Cr.
- ENG 101 - Writing I 3 Cr. \*
- Computer Technology elective 3 Cr. \*\*
- Liberal Arts elective 3 Cr.

**Total Credit Hours: 15**

**Second Semester**

- ACC 117 - Managerial Accounting 3 Cr.
- BUS 113 - Fundamentals of Marketing 3 Cr.
- BUS 117 - Business Law I 3 Cr.
- ENG 102 - Writing II & Introduction to Literature 3 Cr.
- Liberal Arts elective 3 Cr.

**Total Credit Hours: 15**

**Third Semester**

- BUS 103 - Introduction to International Business 3 Cr.
- OR
- BUS 118 - Business Law II 3 Cr.
- ECO 101 - Macroeconomics 3 Cr.
- MAT 164 - Introduction to Statistics 3 Cr.
- Arts elective 3 Cr.
- Humanities elective 3 Cr.
- Health/Physical Education elective 1 Cr.

**Total Credit Hours: 16**

5. Fill out your Academic Plan. This could be with the assistance of your Success Coach or your Academic Advisor. Click here for the Academic Plan template: <http://www.niagaracc.suny.edu/fye/>

6. Helpful Hints for Making Your Academic Plan:

- Note when the courses are offered. Some of them are only offered during the Fall or Spring semester.
- Be aware of deadlines/requirements for applying to specific, High Demand Programs. Some programs have strict application deadlines and prerequisites that must be completed before applying for program admittance. Those programs are:
  - Animal Management
  - Massage Therapy
  - Medical Assistant
  - Nursing
  - Phlebotomist
  - Physical Therapist Assistant
  - Radiologic Technology
  - Surgical Technology
- Attendance at a High Demand Program Workshop is strongly recommended. Click on the Unschedule link below for the most updated information about when and where the High Demand Program Workshops are being offered: <http://niagaracc.suny.edu/sd/unschedule.html?v=1.2>

7. If you need further assistance, the First Year Experience office located in Student Development is here to help!

Call 716-614-6290 for more information about our office hours and resources available.