

ORGANIZATIONAL LEADERSHIP DEGREE REQUIREMENTS

Core Curriculum Areas A-E (See VSU Core Curriculum) – 42 hours

Area F: Courses Appropriate to the Major – 18 semester hours

- ACED 1100 – Introduction to Business . . . 3 hours
- ACED 2000 – Beginning Keyboarding . . . 3 hours (*exemption exam available*)
- ACED 2400 – Computer Technology for the Workplace . . . 3 hours (*exemption exam available*)
- CRJU 1100 – Introduction to Criminal Justice . . . 3 hours
- LEAS 1100 – Introduction to Paralegalism . . . 3 hours
- MDIA 2000 – Introduction to Mass Media . . . 3 hours
- PSYC 1101 – Fundamentals of Psychology . . . 3 hours (*CLEP available*)
- SOC 1101 – Introduction to Sociology . . . 3 hours (*CLEP available*)
- Foreign Language Courses (Optional)

Major Course Requirements – Totaling 60 semester hours

Common Core for the Organization Leadership Major (30 hours)

- ACED 2050 – Communications for the Workplace . . . 3 hours
- ACED 3400 – Applied Computer Technology . . . 3 hours
- ACED 4820 – Project Management for Technical Professionals . . . 3 hours
- ENGL 3030 – Professional Writing . . . 3 hours
- POLS 3600 – Introduction to Public Administration . . . 3 hours
- POLS 4610 – Public Personnel Administration . . . 3 hours
- POLS 4620 – Public Finance Administration . . . 3 hours
- PSYC 3800 – Industrial/Organizational Psychology . . . 3 hours
- ORGL 3000 - Reflective Seminar I: Self as Learner. . . 1 hour
- ORGL 3050 - Reflective Seminar II: Self in Context. . . 1 hour
- ORGL 4000 - Reflective Seminar III: Self Transformation, Transforming Self. . . 1 hour
- ORGL 4690 - Organizational Leadership Capstone. . . 1 hour

Concentrations/Guided Electives . . . 30 semester hours

Students need at least 12 hours of upper-level courses (3000-4000) in the Guided Electives category. The other 18 hours can be either lower-level or upper-level courses. Contact your advisor for information on these options.

CONCENTRATIONS

Office Administration & Technology

- ACED 3100 - Computer Systems . . . 3 hours (*PLA available*)
- ACED 3101 - Workplace Computerized Bookkeeping . . . 3 hours
- ACED 3150 - Computer Operating Systems for the Office . . . 3 hours
- ACED 3610 - Web Design & Multimedia . . . 3 hours
- ACED 3700 - Desktop Publishing . . . 3 hours
- ACED 4020 - Virtual Office Technology . . . 3 hours
- ACED 4050 - Office Management . . . 3 hours
- ACED 4550 - Health and Safety in the Work Environment . . . 3 hours
- ACED 4810 - Contemporary Skills for the Workplace . . . 3 hours

Health Care Administration

- HADM 3301 – Health Care Organizations . . . 3 hours
- HADM 3302 – Health Care Economics . . . 3 hours
- HADM 3303 – U.S. Health Care Systems . . . 3 hours
- HADM 4401 – Health Care Compliance . . . 3 hours
- HADM 4402 – Health Information Management . . . 3 hours

Legal Office Administration

- LEAS 3220 – Business Entities . . . 3 hours
- LEAS 4200 – Family Law . . . 3 hours
- LEAS 4210 – Consumer Law . . . 3 hours
- LEAS 4220 – Administrative Law . . . 3 hours
- LEAS 4230 – The Law of Real Property Transactions . . . 3 hours
- LEAS XXXX – Arbitration and Conflict Resolution . . . 3 hours
- LEAS XXXX – Other . . . 3 hours

Public Service Administration/Leadership

- POLS 3610 – Public Administration and Public Policy Formation . . . 3 hours
- POLS 4600 – Government Organization and Administrative Theory . . . 3 hours
- POLS 4650 – Intergovernmental Relations . . . 3 hours
- POLS XXXX – Information Management . . . 3 hours
- POLS XXXX – Nonprofit Management . . . 3 hours
- POLS XXXX – PR for Public Administration . . . 3 hours
- POLS XXXX – Grant Writing for Public Organizations . . . 3 hours

Spanish for Professionals

- SPAN 2001 (if needed) Intermediate Spanish Language and Hispanic Cultures. . .3 hours
- SPAN 2002 (if needed) Intermediate Spanish Language and Hispanic Cultures. . .3 hours
- SPAN 3012 Applied Spanish Conversation. . .3 hours
- SPAN 3014 Language, Culture and Advanced Conversation. . .3 hours
- *SPAN 4500 Profession – Related Practicum or Study Abroad. . .3 hours
- *SPAN 4501 Research Project in Spanish for Professionals. . .3 hours