

**Bachelor of Applied Arts and Sciences (BAAS)
Applied Administration
Applied Public Administration and Leadership (APAL) Concentration**

UNOFFICIAL

THIS WORKSHEET IS BASED ON THE **2025-26** UHD CATALOG
AND IS SUBJECT TO CHANGE WITHOUT NOTICE

Students in the BAAS in Applied Administration program may not take courses in the Marilyn Davies College of Business BBA Programs.

Admission and Declaration of Major With APAL Concentration:

- Completion of an Associate of Applied Science (AAS) degree from an institution accredited by a Texas Higher Education Coordinating Board recognized accrediting agency.
- Minimum UHD GPA 2.25 (current UHD students) OR minimum 2.25 GPA from last institution attended (incoming transfer students only).
- Evidence of 3 years' work experience in Public Administration to include city, county, or state governmental agency, public school system, university/college or non-profit organization is recommended but not required.

Learning how to read this worksheet:

- Prerequisites and corequisites for most courses are noted in *[Italics/Brackets]*. See [catalog course descriptions](#). Prerequisite courses must be taken prior to the desired course; corequisite courses may be taken together in the same term.
- The 2nd digit of a course indicates semester credit hours (e.g. ENG 1302 = 3 hours).
- All technical courses must be completed at a community college. All students must complete the Texas Common Core to earn the Bachelor of Applied Arts and Sciences in Applied Administration degree.

Texas Common Core Requirements (42 credit hours):

☐ **ENG 1301** (010) Composition I

☐ **Mathematics** (020)

☐ **Life & Physical Sciences** (030)

☐ **American History** (060)

☐ **Component Area Option** (090) _____

☐ **Language, Philosophy & Culture** (040)

☐ **POLS 2305** (070) Federal Government

☐ **ENG 1302** (010) Composition II

['C' or better in ENG 1301]

☐ **Creative Arts** (050)

☐ **Life & Physical Sciences** (030)

☐ **American History** (060)

☐ **Component Area Option** (090) _____

☐ **Social & Behavioral Science** (080)

☐ **POLS 2306** (070) Texas Government

AAS Degree Technical Credits (36 credit hours):

Technical credits completed: _____

Technical credits remaining: _____

Junior Year:

Fall Semester

- ☐ **AACB 3301** Professional Ethics
[Declared BAAS-AA-APAL major]
- ☐ **AACB 3303** Info Technology Adm
[Declared BAAS-AA-APAL major]
- ☐ **AACB 3304** Budgeting for Adm
[Declared BAAS-AA-APAL major and Core Mathematics]
- ☐ **AACB 3305** Human Resources Adm **OR**
AACB 4301 Administering Budgets & Cost Centers
[Declared BAAS-AA-APAL major]

Spring Semester

- ☐ **AACB 3306** Decision Making Skills
[Declared BAAS-AA-APAL major]
- ☐ **AACB 3307** Administrative Leadership
[Declared BAAS-AA-APAL major]
- ☐ **APAL 3301** Cultural Competency
[Declared BAAS-AA-APAL major]
- ☐ **APAL 4307** Data Analysis, Assess & Eval
[Declared BAAS-AA-APAL major & Core Mathematics]

Summer Semester

- ☐ **APAL Elective** ☐ **APAL Elective**
[Declared BAAS-AA-APAL major]

Senior Year:

Fall Semester [Apply for graduation before final semester]

- ☐ **APAL 3302** Internal & External Comm
[Declared BAAS-AA-APAL major]
- ☐ **APAL 4305** Adm Law & Bureaucracy
[Declared BAAS-AA-APAL major]
- ☐ **AACB 3310** Organizational Change
[Declared BAAS-AA-APAL major]
- ☐ **AACB 4305** Project Administration
[Declared BAAS-AA-APAL major, AACB 3303, AACB 3304, AACB 3305 or equivalent, AACB 3306; Co-requisites: APAL 3302, AACB 3307]

IMPORTANT NOTES:

- All AACB and APAL courses require grades of 'B' or better.
- AACB/APAL class schedule is strictly held; completion of the Core Math requirement is recommended before entering the BAAS-AA-APAL program.
- See catalog and advisement report in myUHD for approved APAL Electives.

Total number of hours required for BAAS in Applied Administration: 120

Minimum 2.00 UHD GPA is required for graduation.

Have Questions or Need Information?

- Marilyn Davies College of Business Website: uhd.edu/academics/business
- Marilyn Davies College of Business Advising Office: [website](#)
B-101, Shea Street Building Email Address: cobadvise@uhd.edu (713) 221-8675
- Program Coordinator: [Dr. Jarvis Thomas](#) ; Department Chair: [Dr. Julio Canedo Soto](#)
- Marilyn Davies College of Business Career Center: [website](#)
B-104, Shea Street Building Email Address: cobcareercenter@uhd.edu (713) 221-5011
- Office of Admissions: uhd.edu/admissions GSB 308 (713) 221-8522
- Office of Scholarships and Financial Aid: uhd.edu/financial S350 (713) 221-8041
- Registrar's Office: uhd.edu/registrar N330 (713) 221-8999
- Student Business Services: uhd.edu/cashiers S310 (713) 221-8196