

Business & Technology Division: Advising Nuances

Contents:

- [Where to Go for Help](#)
- [Computer Information Technology AAS](#)
- [Computer Information Technology Technical Certificate](#)
- [Computer Science AS TTP](#)
- [Mechatronics AAS](#)
- [Mechatronics Technical Certificate](#)
- [Business AAS Degrees](#)
- [Business Technical Certificates](#)
- [Business TTPs](#)

Technology Degrees

Computer Information Technology: Associate of Applied Science (AAS)

Designed to prepare students to enter the workforce for entry- and mid-level IT positions, and/or for career advancement

- 3 Concentration Options (some overlap amongst all three):
 - [Cyber Defense](#) – Defending networks and information from hackers
 - [Networking](#) – Hardware, CCNA (Certified Cisco Networking Associate) preparation
 - [Programming](#) – coding languages, software
- Not *designed* for transfer to a university, but **specific** programs at **certain** universities *will* accept it:
 - **WKU's Bachelor of Science in Computer Information Technology** (more technology-focused): <https://www.wku.edu/cit/>
 - **MTSU's Bachelor of Science in Professional Studies: Information Technology** (more management-focused): <https://www.mtsu.edu/program/professional-studies-information-technology-concentration-b-s/>.
- Gen Ed/Major Breakdown: 25% general education (5 courses), 75% CITC courses (15 courses)
 - Only 1-2 math courses required (depending on Learning Support), no sciences
- **Strict semester availability and sequencing of courses**
 - Students **must** follow the semester availability in the catalog to avoid getting off track by a **year** or more
 - Refer to **course descriptions** when assisting part-time students, since the recommended course schedules are for full-time students.
 - **Summer catch-up:** At least one section of all first-year CIT courses will be offered each summer to allow students who are off-track or who started in the spring to catch up.
- **Catalog Considerations**
 - Students on catalogs prior to 2024-25:
 - If they are close to finishing, leave them on the older catalog.
 - If not close, run a what-if in Degree Works for the latest catalog. If it's just as fast to finish, have them move to the current catalog.

- If you are unsure how to proceed, contact [Lindsay Guenther](#), [Autumn Lamberson](#), [Lauren Powell](#) or [Chair Johnny Maynard](#).
- Course Approvals Needed: Read the description in Schedule Planner for who to contact.

Computer Information Technology: [Technical Certificate](#)

Embedded: Fully overlaps with all 3 CITC degree concentrations

Tech cert students should keep their major under the AAS and see Financial Aid about graduating with the tech cert before major.

- Designed to increase earning power faster than an AAS
- Courses can be completed in the first 2 semesters. AAS students can earn the tech cert while still being declared as and pursuing the AAS.
- **Strict semester availability and sequencing of courses**
 - Students **must** follow the semester availability in the catalog to avoid getting off track by a **year** or more
 - Refer to **course descriptions** when assisting part-time students, since the recommended course schedules are for full-time students.
 - **Summer catch-up:** At least one section of all first-year CIT courses will be offered each summer to allow students who are off-track or who started in the spring to catch up.

Computer Science TN Transfer Pathway (TTP): Associate of Science (Now housed under Math & Science Division)

Designed for transfer to a university upon graduation from Vol State, to complete a Bachelor of Science in Computer Science degree.

- Gen Ed/Major Breakdown: 80% general education (15 classes), 20% computer science (3 courses)
 - **Includes 8 hours of rigorous, STEM-majors-level science courses**
 - *Plus 8 hours of additional science prerequisites, depending on which subject the student chooses (possible 16 hours of sciences needed)*
 - Students should choose sciences based on the requirements at the universities where they want to transfer.
 - For science courses requiring high school course prerequisites, a copy of the HS transcript must be emailed to sciencechair@volstate.edu for a permit to enroll in the course.
 - **Additional 12-15 hours of math prerequisites if student is at Learning Support level for math before they can take MATH 1910 Calculus I:**
 - MATH 0105 and 1005 (6 hours in one semester, B or better required in 1005)
 - *MATH 1130 (3 hours, if lower than a B is earned in 1005)*
 - MATH 1710 (3 hours, C or better)
 - MATH 1720 (3 hours, C or better)

- Learning Support Math students should consider one of the AAS CITC majors instead of Computer Science.
- The AS Computer Science TTP does *not* qualify a student for IT career success without a bachelor's degree.
- **Strict semester availability and sequencing of courses**
 - CISP 1010: **Fall** only
 - CISP 1020 and 2410: **Spring** only

Mechatronics Technology: Associate of Applied Science

(Now housed under Business & Technology Division)

Designed to prepare students to enter the workforce as highly skilled Mechatronics technicians working with robotics and automation, etc.

- Not *designed* for transfer to a university, but **specific** programs at **certain** universities *will* accept it:
 - APSU: [Engineering Technology: Concentration Mechatronics Engineering Technology \(apsu.edu\)](http://apsu.edu)
 - UTC: [BAS Mechatronics | University of Tennessee at Chattanooga \(utc.edu\)](http://utc.edu)
 - MTSU: [Mechatronics Engineering, B.S. \(mtsu.edu\)](http://mtsu.edu)
 - If student is planning to transfer to a university, they should work with an advisor to ensure that the appropriate math courses are being taken.
 - Will need to make up missing gen ed courses not needed for the AAS degree
- TCAT Articulation statewide: Mechatronics, Industrial Maintenance, Advanced Manufacturing, will earn credit toward Mechatronics classes
- Leads to the opportunity for in-demand Level 1 or Level 2 Certification Examination to become a Siemens Certified Mechatronics Systems Associate.
- **MATH:** Requires MATH 1130 or 1710
- VERY high demand from employers
- Offered in Gallatin and Cookeville
Lab tours and advising information: Contact [Pat Kiely](#) (Gallatin) or [Tim Dean](#) (Upper Cumberland)
- “All courses required for completion of this degree are offered at both the Gallatin and the Cookeville campuses during the day. All 1000 level MECH courses are also offered at the Gallatin campus during the evening.” (Catalog)
- **Strict semester availability and sequencing of courses**
 - Students **must** follow the semester availability in the catalog to avoid getting off track by a **year** or more
 - Refer to **course descriptions** when assisting part-time students, since the recommended course schedules are for full-time students.
- Follow the Degree Works plan templates based on campus.

Mechatronics Technology: Technical Certificate

Embedded: Fully overlaps with AAS Mechatronics degree

Tech cert students should keep their major under the AAS and see Financial Aid about graduating with the tech cert before major.

Qualifies students to take the Siemens Level I exam.

Designed to increase earning power faster than an AAS

- Offered in Gallatin and Cookeville
Lab tours and information: Contact [Pat Kiely](#) (Gallatin) or [Tim Dean](#) (Upper Cumberland)
- Follow the Degree Works plan templates based on campus.

Business Degrees

Business: Associate of Applied Science (AAS) Degrees

Designed to prepare students for success in full-time job opportunities, career advancement, etc.

- 4 Concentration Options (some overlap amongst all four):
 - [Accounting](#) – Prepares for a supporting role in accounting (e.g., accounts payable/receivable, payroll, bookkeeping, etc.) but NOT a path to being a Certified Public Accountant (CPA)
 - [Logistics & Supply Chain](#) – Prepares for careers in distribution center/warehouse management, purchasing/procurement, transportation, etc.
 - [Management](#) – Prepares students to run their own business or serve in management roles.
 - [Marketing](#) – prepares for marketing, sales, product promotion, etc.
 - Management and Marketing are identical except for two classes
- Gen Ed/Major Breakdown: 25% general education (5 courses), 75% business-related (15 courses)
- Not *designed* for transfer to a university, but **specific** programs at **certain** universities *will* accept it
- Catalog Considerations
 - All concentrations require the same gen ed and Professional Core requirements.
 - Economics required for Social Science requirement: **Suggest** [ECON 2100 Macroeconomics](#)
 - Major Core courses are concentration specific.
 - Electives: 2024-25 catalog allows any ACCT, BUSN, HMG, LOGI, or WKBL courses.
 - Students on catalogs prior to 2024-25:
 - If they are close to finishing, leave them on the old catalog.
 - If not close, run a what-if in Degree Works for the latest catalog. If it's just as fast to finish, have them move to the current catalog for increased elective options.
 - If you are unsure how to proceed, contact [Lindsay Guenther](#), [Autumn Lamberson](#), [Lauren Powell](#) or [Chair Anita Rives](#).
- **Strict semester availability and sequencing of courses**
 - Students **must** follow the catalog to avoid getting off track by a **year** or more
 - Refer to **course descriptions** when assisting part-time students, since the recommended course schedules are for full-time students.

- If a required course is not being offered and a student is trying to graduate, email [Chair Anita Rives](#) to request a substitution.

Business Technical Certificates

Designed to increase earning power faster than an AAS

Tech cert students should keep their major under the AAS and see Financial Aid about graduating with the tech cert before major.

Administrative Professional Technology: Technical Certificate

- Prepares for entry-level administrative support roles
- Courses completely overlap with the *AAS Marketing degree only*.

Entrepreneurship Technical Certificate

- Prepares students to manage their own small business or support a small business
- Courses completely overlap with any of the AAS Business degrees

NEW: Hospitality Management Technical Certificate

- Prepares students for careers in the hospitality/tourism industry
- Courses completely overlap with any of the AAS Business degrees
- HGMT courses will not be offered until spring 2025 at the earliest

Transportation, Distribution, Warehousing, & Procurement: Technical Certificate

- Prepares students for careers in logistics and supply chain management
- Courses completely overlap with any of the AAS Business degrees

Tennessee Transfer Pathway (TTP) Degrees

Designed for **transfer to a university upon graduation from Vol State**, to complete a *Bachelor of Business Administration* degree.

TTP Concentration	MATH 1130, 1630, or 1710 Required?	MATH 1530?	MATH 1830?	BUSN 1305?
Accounting	Yes, choose one	Yes	MATH 1830 or Advisor-Approved Elective alternate	Yes
Business Administration	Yes, choose one	Yes	Yes	No
Finance	Yes, choose one	Yes	No	Yes
Management	Yes, choose one	Yes	MATH 1830 or Advisor-Approved Elective alternate	No
Marketing	Yes, choose one	Yes	MATH 1830 or Advisor-Approved Elective alternate	No
Information Systems	MATH 1630 only	Yes	No; MATH 1710 instead	No

- Most universities are more interested in which courses the student took than what concentration they chose at Vol State. The student might want to choose the concentration based on the university requirements, not the career goal.
- **Finance, Management and Marketing** are the most math-flexible options, and thus the ones I recommend the most.
- Math courses should be chosen with the university requirements in mind.
- Ask the student where they are thinking of transferring. See statements on Degree Works audit.
 - Pay close attention to prerequisites (See the Prerequisites section in Degree Works, click on course numbers, etc.)
- **Advisor-Approved Elective alternate to MATH 1830:**
 - If the course is university parallel, email [Sarah Tallman](#) in Records asking her to apply the elective course to this requirement.
 - If the course is an asterisk (*) course, submit a substitution request form.
 - Pro Tip: Ask the student to consult with the university they plan to transfer to and ask if the asterisk (*) course will transfer. If so, use this documentation in your substitution request form.
 - **What is an asterisk (*) course?** A course in the [catalog](#) that has an asterisk is a vocational/career course and not designed for transfer.
 - Courses *without* asterisks are considered university parallel.

Where to Go for Help!

- Pioneer Advisor Development Training in eLearn
- [Advising Resources](#)
- [Catalog programs by divisions](#)
- Learning Support Math: [Placement Grid](#) or MathChair@volstate.edu
- Email: ADV.Advising.Center@volstate.edu: First advisor available will respond.
- Shadow a full-time advisor or invite them to your advising appointment