

How To Apply

Contact a program representative at a location near you or apply online at www.friends.edu/application-1

E-MAIL learn@friends.edu
WEB SITE www.friends.edu
WICHITA 316-295-5300
LENEXA 913-233-8700
TOPEKA 785-272-9595
TOLL FREE 800-794-6945

Credit Transfer Policies

- Official transcripts must be mailed directly from the educational institution to Friends University.
- Transcripts stamped “issued to student” cannot be accepted as official transcripts.
- Please have transcripts sent to:
Admissions Processing
Friends University
2100 W. University Ave.
Wichita, KS 67213

Technical Requirements

PC Minimum Recommendations

- Current version of Microsoft Windows operating system
- Current version of Microsoft Office
- Antivirus Protection (McAfee Antivirus available free to students)
- High-speed Internet access
- Active email account (available free to students)

MAC Minimum Recommendations

- Current version of MAC operating system
- Current version of Microsoft Office for MAC
- High-speed Internet access
- Active email address (available free to students)

*Academic programs may have specific technology requirements that exceed these listed above.

Program Overview

This program is designed for working students who want to complete the first two years of their college education. Through this program, students can earn an Associate of General Business degree in two years. These programs are convenient, effective, and practical. Offered in the fall, spring, and summer terms, students can efficiently and effectively complete the program and acquire the general education coursework necessary to be admitted into a bachelor degree program.

Course Options

- You choose traditional, hybrid, or online courses
- Smaller classes mean more interaction
- Convenient scheduling for the busy adult
- Classes available weeknights, online and Saturday mornings
- Most adults qualify for financial aid
- Payment plans available

Admissions Requirements

- A completed application and application fee of \$35 (\$40 international fee).
- Signed Transcript Request form for official transcripts from all institutions attended, Friends University will process all requests.
- All incoming freshmen (less than 15 college credit hours) must have a high school GPA of 2.0 or above. All incoming transfer students (15 or more college credit hours) must have a cumulative grade point average of 2.0 or above for full admission.

Mode of Delivery

- One weeknight and online or every Saturday morning
- 8-week courses

Hours/Length

- 62 credit hours
- 24 months

About the Program Director

Jennifer Jay, MMFT, LCMFT



Program Director

B.A. Psychology

Masters in Marriage & Family Therapy

(316) 295-5973 or (800) 794-6945 ext. 5973

jay@friends.edu

Wichita State University

Abilene Christian University

Convenient Course Formats

PACE offers several convenient course formats. Select the ones that work best for your schedule! **Traditional** courses are delivered in a typical classroom setting utilizing methodologies such as lecture, discussion, group work, in-class exercises, etc. **Hybrid** courses are delivered in a blended format that combines face-to-face instruction and online instruction. **Online** courses are delivered entirely online through Moodle.

Associate of General Business Requirements

Associate of General Business

General Education Requirements

PACE 299	PACE Capstone	1 hours
CSIS 125	Computer Information Systems	3 hours

Religion/Philosophy – choose one

PHIL 185	Introduction to Ethics	3 hours
PHIL 111	Introduction to Philosophy	3 hours
PHIL 210	Ethics, Society & Service	3 hours
REL 112	Old Testament Survey	3 hours
REL 113	New Testament Survey	3 hours
REL 210	Varieties of Religious Experience	3 hours
REL 215	Developing A Devotional Life	3 hours
REL 120	History of Christianity: Church & World	3 hours
REL 225	Basic Christian Beliefs	3 hours

Speech/Interpersonal Communications – choose one

SPCH 111	Public Speaking for College and Career	3 hours
COMM 212	Interpersonal Communications	3 hours

Social & Behavioral Sciences – choose one

SOCI 240	Sociological Imagination	3 hours
PSYC 110	Discovering Psychology	3 hours
SOCI 211	Individual & Family in Society	3 hours

Composition – both are required

ENGL 111	Composition (with a C or better) and	3 hours
ENGL 112	Researched Composition (with a C or better)	3 hours

Mathematics – choose one

MATH 105	The Nature of Mathematics (with a C or better)	3 hours
MATH 120	College Algebra (with a C or better)	3 hours

Foundations of History/American Character – choose one

HIST 219	Themes/Issues in Early U.S. History	3 hours
HIST 220	Themes/Issues in Modern U.S. History	3 hours
HIST 240	Issues in Ancient/Medieval Western Civilization	3 hours
HIST 270	Issues in Modern Western Civilization	3 hours
POLS 110	Issues in American Politics	3 hours

Perspectives in Literature – choose one

ENGL 227	World Literature 1 The Ancient World	3 hours
ENGL 228	World Literature 2 Medieval/Renaissance	3 hours
ENGL 229	World Literature 3 Early Modern	3 hours
ENGL 230	World Literature 4 Modern	3 hours

Perspectives in Fine Arts – choose one

FINA 103	Aesthetics in Art	3 hours
FINA 105	Aesthetics in Music	3 hours
FINA 107	Aesthetics in Drama	3 hours

Natural Science w/ Lab – choose one

NATS 100	Human Biology	4 hours
NATS 130	Physical Science	4 hours
NATS 125	Understanding the Environment	4 hours

Major Requirements

BSAD 100	Introduction to Business	3 hours
ACTG 160	Business Accounting	3 hours
BSAD 150	Personal Finance	3 hours
BSAD 211	Business Communications	3 hours

Electives 15 hours

TOTAL DEGREE REQUIREMENTS 62 hours