

**La Salle University
Ozamiz City**

Prospectus Code: (Unique) BSOA2007

Subject Code	Descriptive Title
	First Year
First Semester	
ENG 1	Study & Thinking Skills in English
TYPE1	Basic Keyboarding
HIS 1	Phil. History: Roots & Development
PSY1	General Psychology with Drug Education
MAT B	Business Math
PS1	Phil. Government & the Constitution
PE1M	Physical Fitness
PE1W	Physical Fitness
NSTP 1	National Service Training Program

Second Semester

RE1	Outline of Salvation History
ENG2	Writing in the Discipline
IT1	Office Productivity Tools
AC1	Elementary Accounting Part I
SH1	Elementary Shorthand (Basic Shorthand)
MAT1	College Algebra
OM1	Basic Office Administration
PE2 M & W	Rhythmic Activities
NSTP2	National Service Training Program

Second Year

First Semester

FIN1	Money, Credit & Banking
ENG2A	Speech & Oral Communication
SH2	Intermediate Shorthand (Advanced Shorthand)
IT2	Integrated Software Applications
AC2	Elementary Accounting Part II
ECO1	Prin. Of Economics w/ Land Reform & Taxation
PE 3M	Individual/Dual Sports and Games
PE 3W	Individual/Dual Sports and Games

Second Semester

RE2	Christology
ENGL10	The Literature of the Philippines
OM2	Advance Office Administration & Prac (200hrs)
COA8	Introduction to Internet & Web Design
BUS1	Introduction to Business & Entrepreneurship
BUS2A	Personality Dev't & Public Relations incl. Office Ethics
PS3	Rizal's Life, Works & Writings
PE4 M	Team Sports/ Games
PE4 W	Team Sports/ Games

Third Year

First Semester

RE3	Ecclesiology & Sacraments
OM3	Medical Shorthand
COA9	Introduction to Application Programming
FIL1	Sining ng Pakikipagtalastasan
NS1	Physical Sciences
TAX1	Income Taxation
MGMT1	Principles of Management
SH3	Elementary Transcription

Second Semester

OM4	Tourism Office Procedures
COA10	File Processing with Programming
FIL2	Pagbasa at Pagsulat sa Ibat-ibang Disiplina
NS2	Biological Sciences
SH4	Advanced Transaction
SOCIO3	Family & Comm. Relations Incl Family Planning
HIST26	World History & Contemporary Civilization

Fourth Year

First Semester

RE4	Basic Christian Morality
OM5	Legal Shorthand
OM6	Event Management
HBO	Organization Group & Individual Behavior
COA11	Date Base Management Systems
SS6	Sociology / Anthropology
ENG5C	Business Report Writing / Business English

Second Semester

OM7	Practicum II
ENGL12	The Literature of the World
MKTG1	Principles of Marketing
SHELEC1	Machine Shorthand
BL1	Obligations & Contracts
PHI1	Logic
COA7	Management Information System

RE2
SH 1, SH2
IT1, IT2
SH1, SH2

OM1, OM2
COA9
FIL1
SH1, SH2, SH3
HIS1

RE3
SH1, SH2
OM1, PM2
COA10

OM1,OM2,OM3,OM4,OM5,OM6
SH4
COA11