

**CHARLESTON SOUTHERN UNIVERSITY  
OFFICE OF THE REGISTRAR  
MANUAL OF ACADEMIC POLICIES & PROCEDURES**

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**Title: BACHELOR OF TECHNOLOGY ADMISSIONS**

**Number: R-30**

**Date of Inception: December 1, 1987**

Purpose: The Bachelor of Technology Degree (BTD) program has been established to allow recipients of an Associate Degree in approved specialized fields to complete a bachelor degree with a concentration (cognate) in Aviation Maintenance Management, Computer Science, Cybersecurity, or Medical Laboratory Technician.

### **New Students**

Prospective students for the BTD program must complete the admissions process for transfer students through Enrollment Services. On the Application for Undergraduate Admission, BTD should be shown as the anticipated degree program, along with the desired area of concentration (cognate).

Students must have graduated with an Associate Degree in an approved specialized field. Currently approved South Carolina technical college associate degrees and majors are listed below. Similar fields from other institutions will be considered under the authority of the Bachelor of Technology Committee.

The following Associate in Applied Science paths are approved for the Bachelor of Technology in Aviation Maintenance Management:

Aircraft Maintenance Technology

The following Associate in Applied Science paths are approved for the Bachelor of Technology in Computer Science:

Computer Technology  
Computer Programming  
Electronics Engineering Technology  
Information Systems Specialist  
Network Systems Management  
Telecommunications Systems Management

The following Associate in Applied Science path is approved for the Bachelor of Technology in Cybersecurity:

Cybersecurity

The following Associate in Applied Science paths are approved for the Bachelor of Technology in Medical Laboratory Technician:

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Medical Laboratory Technician

The Office of Enrollment Services will determine the admission status of the prospective student. Official transcripts and other credit documentation will be forwarded to the Office of the Registrar for evaluation.

The Office of the Registrar will complete the Liberal Arts Core (LAC) section of the Degree Plan, request approval of the Associate Degree earned (if not listed above), and coordinate the completion of the Degree Plan between the student and the appropriate BT/D advisor. The Registrar will sign the Degree Plan to certify graduation requirements will be met according to current policy. The BT/D advisor, Academic Dean, and student will also sign the Degree Plan indicating their agreement and approval. The Office of the Registrar will retain the original copy of the Degree Plan as a part of the student's record and will update it during degree checks/audits. Any subsequent changes to a previously approved Degree Plan, such as course substitutions, require written (signed) approval from the BT/D advisor, the academic Dean, and the Registrar.

Current CSU undergraduate students may elect to pursue approval of a BT/D Degree Plan. The process must begin in the Office of the Registrar with the re-evaluation of the student's transfer credit. If a BT/D Degree Plan is approved, a Declaration of Major/Minor Form must be completed and submitted to the Student Success Center for processing.

Any student who decides to change from a BT degree program to a program leading to a traditional baccalaureate degree may lose a portion of their elective transfer credit accepted under the BT program.

By action of the Academic Council on December 1, 1987; and subsequently updated on September 1, 1997, and June 30, 2003, with approval of the Provost; and subsequently updated and approved by action on the Curriculum Committee on April 12, 2005. Updated by the Registrar and Vice President of Academic Affairs on June 20, 2012. Revised by Faculty Senate on February 27, 2018. Revised by the University Registrar February 2021 and February 2022.