

# Associates of Arts & Science Degree

## Business Administration

**Purpose:** The Business Administration program is designed for the student who plans to transfer to a four-year institution to complete a baccalaureate degree in business administration. Students who wish to pursue careers in accounting, management, marketing, economics, public administration, finance, banking, or human resource management should select this program.

### BUSINESS ADMINISTRATION CURRICULUM:

| Degree Requirements          | Credits   |           |
|------------------------------|---|-----------|
| Student Development          | SDV 100 or any approved SDV course  | 1         |
| English                      | ENG 111-112 and any ENG (Literature)  | 9         |
| Mathematics                  | MTH 163-164 or 163-240 or 163-271   | 6         |
| History                      | Any two HIS courses   | 6         |
| Health/Physical Education    | Any HLT or PED course(s) <sup>1</sup>   | 2         |
| Humanities                   | Any two courses from ART, ENG (Literature), HUM, MUS, PHI, REL, or Foreign Language | 6         |
| Social Sciences              | ECO 201-202   | 6         |
| Lab Sciences                 | Any two-semester sequence from BIO, CHM, GOL, or PHY                                | 8         |
| Communication                | CST 100, CST 110, or CST 126  | 3         |
| Transfer Elective(s)         | Any course which has been approved as a transfer elective <sup>2</sup>              | 6         |
| Accounting                   | ACC 211-212   | 7         |
| Introduction to Business     | BUS 100   | 3         |
| <b>Total Minimum Credits</b> |   | <b>63</b> |

Students graduating from this program must demonstrate proficiency in specific computer competencies by passing ITE 115 (transfer elective) or an equivalent competency test. Students are encouraged not to wait until the final semester to complete this requirement.

### SUGGESTED SCHEDULING:

| FIRST YEAR                |           |                      | SECOND YEAR |                           |           |                          |           |
|---------------------------|-----------|----------------------|-------------|---------------------------|-----------|--------------------------|-----------|
| Fall                      |           | Spring               | Fall        |                           | Spring    |                          |           |
| SDV                       | 1         | Transfer Elective(s) | 6           | ENG (Literature)          | 3         | ACC 212                  | 4         |
| ENG 111                   | 3         | ENG 112              | 3           | History (I)               | 3         | History (II)             | 3         |
| MTH (see above)           | 3         | MTH (see above)      | 3           | Health/Physical Education | 1         | CST 100, 110, or 126     | 3         |
| Health/Physical Education | 1         | Lab Science (II)     | 4           | Humanities Elective (I)   | 3         | Humanities Elective (II) | 3         |
| Lab Science (I)           | 4         |                      |             | ECO 201                   | 3         | ECO 202                  | 3         |
| BUS 100                   | 3         |                      |             | ACC 211                   | 3         |                          |           |
| <b>Total Credits</b>      | <b>15</b> | <b>Total Credits</b> | <b>16</b>   | <b>Total Credits</b>      | <b>16</b> | <b>Total Credits</b>     | <b>16</b> |

<sup>1</sup> Veterans may be awarded credit for military experience to meet this requirement.

<sup>2</sup> Transfer elective credits must be selected from the Approved Transfer Electives List. See a counselor, a faculty advisor, or [http://www.germannna.edu/counseling/transfer\\_electives.asp](http://www.germannna.edu/counseling/transfer_electives.asp).

Students graduating from this program will be required to participate in a general education outcomes assessment during their last semester.