

Associate of Applied Science Degree

Business Management

Purpose: The major in Business Management is designed for individuals who are seeking full-time employment in business management or management-related fields upon completion of the program. Persons who are seeking their first employment in these fields and those who are presently employed and seeking promotion may benefit from the program.

Occupational Objectives: Management Trainee, Branch Manager, Supervisor, Administrative Assistant, Department Head, Office Manager, Account Manager, Manager of a Small Business

Admission Requirements: In addition to the admission requirements established for the College, entry into the Management program requires proficiency in high school English and mathematics. All entering students will be required to take placement tests in math, writing, and reading to aid in placing students in the appropriate courses. Students who do not meet required placement levels must enroll in developmental studies courses.

Program Requirements: The curriculum includes general education courses and business-related courses. Instruction includes both theoretical concepts and practical applications needed for success in the business and management field. The student is urged to consult with a counselor and his/her faculty advisor in planning a program. Upon satisfactory completion of the program, the graduate will be awarded the Associate of Applied Science degree.

BUSINESS MANAGEMENT CURRICULUM:

Degree Requirements		Credits
Student Development	SDV 100 or any approved SDV course	1
English	ENG 111	3
Mathematics/Natural Sciences	Any MTH, BIO, CHM, ENV, NAS, GOL, or PHY	3
Health/Physical Education	Any HLT or PED course(s) ¹	2
Humanities	Any course from ART, ENG (Literature), HUM, MUS, PHI, REL or Foreign Language	3
Social Sciences	ECO 120 or ECO 201, and any course from ECO ² , GEO, HIS, PLS, PSY or SOC	6
Communication	BUS 236	3
Major Requirements	ACC 211-212	7
	BUS 100, 121-122, 200, 201, 205, and 241	21
	BUS 220 or FIN 215	3
	MKT 100	3
Business Related Electives	Any two additional courses from ACC, BUS, ECO ² , FIN, or MKT	6
Other Requirement	ITE 115 ³	3
General Elective	Any course 100 level or higher	3
Total Minimum Credits		67

SUGGESTED SCHEDULING:

FIRST YEAR		SECOND YEAR			
Fall	Spring	Fall	Spring	Fall	Spring
SDV 100	1 BUS 122	3 ACC 211	3 ACC 212	3	4
BUS 100	3 BUS 200	3 ECO 120 or ECO 201	3 BUS 205	3	3
BUS 121	3 General Elective	3 BUS 201	3 Business Related Elective	3	3
ENG 111	3 Health/Physical Education	1 Business Related Elective	3 Social Science Elective	3	3
MKT 100	3 ITE 115	3 BUS 241	3 Health/Physical Education	3	1
MTH/Science Elective	3 BUS 236	3 Humanities Elective	3 BUS 220 or FIN 215	3	3
Total Credits	16	Total Credits	16	Total Credits	17

¹ Veterans may be awarded credit for military experience to meet this requirement.

² ECO 120 and ECO 201-202 contain similar course content. Students should take either ECO 120 or ECO 201-202 unless they plan to take all three courses. Students may not receive credit for ECO 120 if they have already completed both ECO 201 and ECO 202.

³ Students who pass the Computer Competency Test must select another course from either ACC, BUS, ECO², FIN, or MKT.

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