



**Associate of Applied Science in Business Administration
Program Curriculum-Effective Fall 2010**

GENERAL EDUCATION -- 19 CREDITS

Prerequisites

<input type="checkbox"/>	COMM 101	Fundamentals of Public Speaking	3 ENGL 025/ENGL 032
<input type="checkbox"/>	ECON XXX	Economics Elective	3 ENGL 025/ENGL 032/MATH 050 or 080 or 023
<input type="checkbox"/>	ENGL 111	English Composition	3 ENGL 025/ENGL 032
<input type="checkbox"/>	IVYT 1XX	Life Skills Elective	1 NONE
<input type="checkbox"/>	MATH 1XX	Mathematics Elective	3 MATH 050 or 023
<input type="checkbox"/>	XXXX XXX	Humanities/Social Sciences Elective	3 ENGL 025/ENGL 032/MATH 044
<input type="checkbox"/>	XXXX XXX	Life/Physical Sciences Elective	3 ENGL 025/ENGL 032/MATH 050

PROFESSIONAL/TECHNICAL CORE—30 CREDITS

Prerequisites

<input type="checkbox"/>	ACCT 101	Financial Accounting	3 ENGL 025/ENGL 032/MATH 044 or 015
<input type="checkbox"/>	ACCT 102	Managerial Accounting	3 ACCT 101
<input type="checkbox"/>	BUSN 101	Introduction to Business	3 ENGL 025/ENGL 032/MATH 044 or 015
<input type="checkbox"/>	BUSN 102	Business Law	3 ENGL 025/ENGL 032
<input type="checkbox"/>	BUSN 105	Principles of Management	3 ENGL 025/ENGL 032/MATH 044 or 015
<input type="checkbox"/>	BUSN 120	Business Ethics and Social Responsibility	3 BUSN 101
<input type="checkbox"/>	BUSN 202	Human Resource Management	3 BUSN 105
<input type="checkbox"/>	BUSN 204	Case Problems in Business	3 Program Chair Approval
<input type="checkbox"/>	CINS 101	Introduction to Microcomputers	3 ENGL 031
<input type="checkbox"/>	MKTG 101	Principles of Marketing	3 ENGL 025/ENGL 032/MATH 044 or 015

REGIONALLY DETERMINED—12 CREDITS

12 hours from School of Business or 12 hours self-directed w/ Business Program Advisor Approval

<input type="checkbox"/>	ACCT XXX	Accounting Courses
<input type="checkbox"/>	BANK XXX	Banking Courses
<input type="checkbox"/>	BUSN XXX	Business Courses
<input type="checkbox"/>	CINS XXX	Computer Information Systems Courses
<input type="checkbox"/>	CINT XXX	Computer Information Technology Courses
<input type="checkbox"/>	INSC XXX	Insurance Courses
<input type="checkbox"/>	LOGM XXX	Logistics Courses
<input type="checkbox"/>	MKTG XXX	Marketing Courses
<input type="checkbox"/>	OPMT XXX	Operations Management Courses
<input type="checkbox"/>	OFAD XXX	Office Administration Courses

TOTAL CREDITS

61

Associate of Applied Science in Business Administration
Suggested Courses for Areas of Emphasis:
(Examples Only)

MANAGEMENT		Prerequisites
<input type="checkbox"/>	OPMT 102 Techniques of Supervision	3 ENGL 025/ENGL 032
<input type="checkbox"/>	OFAD 218 Spreadsheets	3 MATH 044 or 015
<input type="checkbox"/>	BUSN 203 Business Development	3 BUSN 105/MKTG 101/ACCT 102
<input type="checkbox"/>	BUSN 210 Managerial Finance	3 ACCT 101/BUSN 101/MATH 111 or 035 or 043

MARKETING		Prerequisites
<input type="checkbox"/>	MKTG 104 Promotion Management	3 ENGL 025/ENGL 032/MATH 044 or 015
<input type="checkbox"/>	MKTG 102 Principles of Selling	3 ENGL 025/ENGL 032/MATH 044 or 015
<input type="checkbox"/>	MKTG 201 Introduction to Market Research	3 MKTG 101/MATH 111
<input type="checkbox"/>	MKTG 220 Principles of Retailing	3 MKTG 101/MATH 050 or 015 or 023

HUMAN RESOURCES		Prerequisites
<input type="checkbox"/>	BUSN 221 Principles of Employment	3 BUSN 202
<input type="checkbox"/>	BUSN 222 Benefits Administration	3 BUSN 202
<input type="checkbox"/>	BUSN 223 Occupational Safety and Health	3 BUSN 105
<input type="checkbox"/>	BUSN 208 Organizational Behavior	3 BUSN 105

FINANCIAL SERVICES		Prerequisites
<input type="checkbox"/>	BANK 101 Principles of Banking	3 ENGL 025/ENGL 032/MATH 044 or 015
<input type="checkbox"/>	BANK 103 Consumer Lending	3 ENGL 025/ENGL 032/MATH 044 or 015
<input type="checkbox"/>	BUSN 108 Personal Finance	3 ENGL 025/ENGL 032/MATH 044 or 015
<input type="checkbox"/>	BANK 216 Analyzing Financial Statement	3 ACCT 101

**Associate of Applied Science (A.A.S.) in Business Administration
Course Sequence Guide (61 Credits)**

First Year

First Semester

BUSN 101	Introduction to Business	3
BUSN 102	Business Law	3
MATH 1XX	Mathematics Elective	3
ENGL 111	English Composition	3
XXX XXX	Humanities/Social Science Elective	3
Total Semester Credits		15

Second Semester

BUSN 105	Principles of Management	3
MKTG 101	Principles of Marketing	3
ACCT 101	Financial Accounting	3
COMM 101	Fundamentals of Public Speaking	3
CINS 101	Introduction to Microcomputers	3
Total Semester Credits		15

Summer

IVYT 1XX	Life Skills Elective	1
Total Semester Credits		1

Second Year

First Semester

ACCT 102	Managerial Accounting	3
BUSN 120	Business Ethics and Social Responsibility	3
BUSN 202	Human Resource Management	3
Elective	Elective Technical Course *	3
Elective	Elective Technical Course *	3
Total Semester Credits		15

Second Semester

BUSN 204	Case Problems in Management	3
ECON XXX	Economics Elective	3
Elective	Elective Technical Course *	3
Elective	Elective Technical Course *	3
Elective	Life/Physical Science Elective	3
Total Semester Credits		15

12 hours from School of Business courses:

ACCT XXX – Accounting Courses

BANK XXX – Banking Courses

BUSN XXX – Business Courses

* Elective
Technical
Courses:

CINS XXX – Computer Information System Courses

CINT XXX – Computer Information Technology

MKTG XXX – Marketing Courses

OPMT XXX – Operations Management Courses

OFAD XXX – Office Administration Courses

