

## ***Associate of Science Degree in Business Administration***

*(60 Credit Hours – Estimated Completion Time: 20 months)*

### **Program Description**

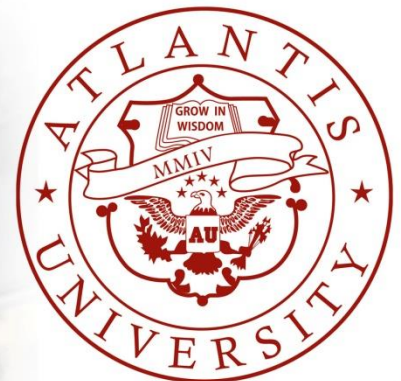
The Business Administration Program is designed to train students for employment in various industries that utilize business skills and knowledge. Students who successfully complete this program will have knowledge and skills in such areas as marketing, accounting, computer applications, human resources, leadership, management and administration. Elective classes may be selected from a list of business or computer electives or from a list of courses from marketing or international business. The program consists of courses that require readings, exams, projects and other learning strategies and assessments determined by each instructor to meet course objectives.

### **Program Objective**

Upon completion of the Business Administration Program, students may seek entry-level employment in business, government, or a variety of industries where a range of business skills are needed.

### **Program Outline**

To receive an Associate of Science degree in Business Administration, students must earn 60.0 credit hours. Program requirements are indicated in the following page. Credit hours in parentheses indicate the required number of credit hours in each discipline:



**AS BA**  
ASSOCIATE DEGREE IN  
BUSINESS ADMINISTRATION

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### **General Education Courses (15.0 Credits Required)**

#### **Oral Communications** (3.0 Credit hours)

ENGL 100	Language and Speech Communications	3.0 credit hours
ENGL 115	Fundamentals of Public Speaking	3.0 credit hours

#### **Humanities** (3.0 Credit hours)

PHIL 102	Legal and Ethical Issues	3.0 credit hours
PHIL 200	Introduction to Philosophy	3.0 credit hours

#### **Mathematics** (3.0 Credit hours)

MATH 102	College Algebra	3.0 credit hours
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#### **English** (3.0 Credit hours)

ENGL 200	English Composition I	3.0 credit hours
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#### **Behavioral Science / Social Environment** (3.0 Credit hours)

PSY 201	Psychology	3.0 credit hours
SOC 210	Sociology	3.0 credit hours

### **Business Administration Major Courses (33.0 Credits Required)**

ACCTG 101	Accounting I	3.0 credit hours
BUS 101	Introduction to Business	3.0 credit hours
BUS 102	Principles of Management	3.0 credit hours
IB 100	Introduction to International Business	3.0 credit hours
MRKT 101	Principles of Marketing	3.0 credit hours
BUS 224	Organizational Behavior	3.0 credit hours
BUS 223	Human Resource Management	3.0 credit hours
BUS 203	Operations Management	3.0 credit hours
BUS 200	Business Law	3.0 credit hours
ECON 302	Principles of Economics (Microeconomics)	3.0 credit hours
STAT 200	Statistics	3.0 credit hours
CIT 100	Introduction to Computers	3.0 credit hours
CIT 110	Basic Operating Systems	3.0 credit hours

### **Elective Courses (12.0 Credits Required)**

IB 205	International Trade Export / Import	3.0 credit hours
BUS 204	Introduction to Project Management	3.0 credit hours
BUS 201	Strategy Management and Decision Making	3.0 credit hours
MRKT 200	Marketing II	3.0 credit hours
IB 102	International Management	3.0 credit hours
EMPL 101	Employment Skills	3.0 credit hours