



Business Administration

Associate of Applied Science Degree

2011-2012

The Associate of Applied Science Degree in Business Administration is designed to prepare students for entry-level management positions in business. This program develops communication, math, and computer skills that are essential to success in the field of business. It provides business education and training in diverse fields of the business discipline including accounting, computer and information science, financial institutions management, and healthcare services. This program can also serve as a foundation for baccalaureate level studies in business.

Program Objectives:

Upon completion of this program, the graduate will be able to:

1. apply the functions of marketing, finance, and accounting.
2. discuss the relationship between business and its environment including legal, ethical, and social responsibilities.
3. demonstrate professional-level oral and written communication skills.
4. demonstrate computer software application skills.
5. solve math and basic quantitative skill problems.

Admission Requirements:

All candidates for admission must pass the College's entrance examination with a composite score of 50 or above and have a Wonderlic score of 18 or above. Each candidate for admission is considered individually on merit and potential.

Graduation Requirements:

A grade of "C" or better must be achieved in all core courses, English, and math to be eligible to graduate. The department assessment process must be satisfactorily completed.

Major:		Quarter Hours:
ACC 101	Financial Accounting I	4
ACC 105	Financial Accounting II	4
ACC 213	Managerial Accounting	4
BUS 106	Introduction to Business	4
BUS 107	Business Law I	4
BUS 108	Business Law II	4
BUS 200	Principles of Marketing	4
BUS 204	Principles of Management	4
BUS 232	Business Statistics	4
CIS 114	Computer Usage and Software Applications	4
CIS 116	Spreadsheet Applications	4
FIN 200	Principles of Finance	4
MAT 110	Business Mathematics	4
Total Hours		52

General Education:		Quarter Hours:
BUS 201	Professional Development	4
ECO 144	Introduction to Macroeconomics	4
ENG 109	Principles of Speech	4
	-or-	4
ENG 120	Interpersonal Communications	4
ENG 116	Composition	4
ENG 117	Advanced Composition	4
HUM 110	Human Potential	4
MAT 138	Intermediate College Algebra	4
PSY 140	Introduction to Psychology	4
	-or-	4
SOC 100	Introduction to Sociology	4
Total Hours		32

Open Electives:		Quarter Hours:
Choose 8 hours of open electives		8
Total Hours		8

Total Hours Required for Degree **92**



Business Administration, Associate of Applied Science Degree

Award Year:	2009-2010
OPEID #:	004568
CIP Code:	52.0201
Credential Level:	02 Associate Degree

Occupations Related to this program

Job Title:	SOC code:
General and Operations Managers	11-1021.00
Sales Managers	11-2022.00
Administrative Services Managers	11-3011.00
Industrial Production Managers	11-3051.00
Transportation, Storage, and Distribution Managers	11-3071.00
Construction Managers	11-9021.00
Social and Community Service Managers	11-9151.00
Managers, All Others	11-9199.00
Cost Estimators	13-1051.00
Management Analysts	13-1111.00

Estimated Program Costs

Tuition & fees:	\$31,975.00
Books & supplies:	\$2,850.00
Room & board:	not applicable
Other:	\$0.00

Percent of graduates who completed program on time*: 39%

Job placement rate: 100%

Median Loan Debt*

Title IV loan debt:	\$34,410.00
Private Educational loan debt:	\$0.00
Institutional Financed debt:	\$0.00

* Due to privacy reasons, median loan debt and on-time completion rate will not be reported for programs with fewer than 10 graduates during the award year.