

PROGRAM: Business Administration General Option AAS A25120A1 Advising Guide

8 Weeks	8 Weeks	16 Weeks	FALL SEMESTER I		
Session 1	Session 2	Full Term	Course	Credit Hours	Program Notes
X			ACA-120 Career Assessment	1	
X			BUS-110 Introduction to Business <i>Pre-req ENG-002</i>	3	
	X		CIS-110 Introduction to Computers	3	
X			ENG-111 Writing and Inquiry <i>Pre-req ENG-002; Co-req ENG-011 if needed</i>	3	
	X		Mathematics Elective Credits	3-4	
X			BUS-151 People Skills	3	

8 Weeks	8 Weeks	16 Weeks	SPRING SEMESTER I		
Session 1	Session 2	Full Term	Course	Credit Hours	Program Notes
X			ACC-120 Principles of Financial Accounting <i>Pre-req ENG-002 (P2 grade), MAT-003 (P2 grade)</i>	4	
	X		ACC-121 Principles of Managerial Accounting <i>Pre-req ACC-120</i>	4	
X			BUS-121 Business Math <i>Pre-req MAT-003 (P2 grade)</i>	3	
	X		BUS-260 Business Communication <i>Pre-req C or better in ENG-111</i>	3	
	X		BUS-115 Business Law I <i>Pre-req ENG-002 (P2 grade)</i>	3	

SUMMER SEMESTER					
8 Weeks	10 Weeks		Course	Credit Hours	Program Notes
X			Economics Elective Credits	3	
X			Humanities/Fine Arts Elective Credits	3	

8 Weeks	8 Weeks	16 Weeks	FALL SEMESTER II		
Session 1	Session 2	Full Term	Course	Credit Hours	Program Notes
X			ACC-149 Introduction to Accounting Spreadsheets <i>Pre-req ACC-120</i>	2	
	X		ACC-151 Accounting Spreadsheet Applications <i>Pre-req ACC-149</i>	2	
X			BUS 125 Personal Finance	3	
X			Business Elective Credits	3	
	X		MKT-120 Principles of Marketing	3	

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Session 1	Session 2	Full Term	Course	Credit Hours	Program Notes
X			English/Communications Elective Credits	3	
X			BUS-137 Principles of Management <i>Pre-req ENG-002 (P2 grade)</i>	3	
	X		BUS-225 Business Finance <i>Pre-req ACC-120</i>	3	
	X		BUS-239 Business Applications Capstone <i>Pre-req ACC-120, BUS-115, BUS-137, MKT-120, (ECO-251 or ECO-252)</i>	3	

English/Communications Elective Credits

COM-110 Introduction to Communication <i>Prereq ENG-002</i>	3	0	0	3
COM-120 Introduction to Interpersonal Communication <i>Prereq ENG-002</i>	3	0	0	3
COM -231 Public Speaking <i>Prereq ENG-002</i>	3	0	0	3
ENG-112 Writing and Research in the Disciplines <i>Pre-req C or better in ENG-111</i>	3	0	0	3
ENG-114 Professional Research & Reporting <i>Pre-req C or better in ENG-111</i>	3	0	0	3

Humanities/Fine Arts Elective Credit

ART-111 Art Appreciation <i>Pre-req ENG-002 (P2 grade)</i>	3	0	0	3
ART-114 Art History Survey I <i>Pre-req ENG-002 (P2 grade)</i>	3	0	0	3
ART-115 Art History Survey II <i>Pre-req ENG-002 (P2 grade)</i>	3	0	0	3
DRA-111 Theatre Appreciation <i>Pre-req ENG-002 (P2 grade)</i>	3	0	0	3
MUS-110 Music Appreciation <i>Pre-req ENG-002 (P2 grade)</i>	3	0	0	3
MUS-112 Introduction to Jazz	3	0	0	3
PHI-215 Philosophical Issues <i>Pre-req C or better in ENG-111</i>	3	0	0	3
PHI-240 Introduction to Ethics <i>Pre-req C or better in ENG-111</i>	3	0	0	3
HUM-115 Critical Thinking <i>Pre-req ENG-111</i>	3	0	0	3

Economics Elective Credits

ECO-251 Principles of Microeconomics <i>Pre-req ENG-002 (P2 grade) and MAT-003 (P2 grade)</i>	3	0	0	3
ECO-252 Principles of Macroeconomics <i>Pre-req ENG-002 (P2 grade) and MAT-003 (P2 grade)</i>	3	0	0	3

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Mathematics Elective Credits

MAT-143 Quantitative Literacy	2	2	0	3
MAT-152 Statistical Methods I	3	2	0	4
MAT-171 Precalculus Algebra	3	2	0	4

Business Elective Credits

INT-110 International Business	3	0	0	3	Fall only
LOG-110 Introduction to Logistics	3	0	0	3	