

## BUSINESS ADMINISTRATION

The business administration program is a two-year liberal arts curriculum for those students that plan to transfer to a four-year college for the completion of a bachelor's degree in one of many areas of business. This program of study emphasizes instruction in accounting, business law, business communications, economics, and statistics, which will prepare the student to be successful at the transfer institution.

### Suggested Program of Study for Associate of Arts Degree (2 years)

#### FRESHMAN YEAR

First Semester	
Course	Credits
ENGL 1010 English Composition I* .....	3
MATH 1100 Topics and Ideas in Mathematics* <b>OR</b> higher level mathematics course* .....	3-5
Behavioral Science* .....	3
ACCT 1200 Principles of Accounting I**** .....	3
BSAD 1050 Introduction to Business*** .....	3
	<u>15-17</u>

Second Semester	
Course	Credits
English/Literature* .....	3
Oral Communication* .....	3
Fine Arts and Language* .....	3-4
ACCT 1210 Principles of Accounting II**** .....	3
BSAD 2050 Business Communication .....	3
	<u>15-16</u>

#### SOPHOMORE YEAR

First Semester	
Course	Credits
BSAD 1005 Investing in Strengths*** .....	1
BSAD/MATH 2170 Applied Statistics*** .....	3
ECON 2110 Principles of Macroeconomics*/**** .....	3
BSAD 2700 Business Law I***/***** .....	3
INFO 1010 Fundamentals of Information Technology*** <b>OR</b> OFFT 1500 Microsoft Office*** .....	3
History* .....	3
	<u>16</u>

Second Semester	
Course	Credits
Natural Science* .....	4-5
ECON 2120 Principles of Microeconomics**** .....	3
BSAD 2710 Business Law II***/***** .....	3
Elective(s)** .....	4
	<u>14-15</u>

Total Credit Hours 60-64

To earn an associate of arts degree, a student must satisfactorily complete a minimum of 60 semester hours that include the general education requirements.

\*See general education requirements.

\*\*Approved Electives: ACCT 1060 Basic Accounting Procedures, BSAD 2520 Principles of Marketing, BSAD 2540 Principles of Management, other electives based on professional goals and transfer institution.

\*\*\*Students transferring to a four-year institution should verify with that institution before registering for this course.

\*\*\*\*Must be taken during this semester or in this sequence.

**Note:** Students with no high school or work experience in accounting are advised to switch accounting and economics courses and are encouraged to take ACCT 1060 Basic Accounting Procedures prior to ACCT 1200 Principles of Accounting I.