

Degree & Certificate Requirements

Business Administration Associate in Applied Science (AAS)

PROFESSIONAL TECHNICAL 2020-2021 Degree Requirements

Major Courses

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
ACCT&201	Principles of Accounting I	5		
ACCT&202	Principles of Accounting II	5		
BUS& 101	Introduction to Business	5		
BUS& 201	Business Law	5		
ECON&201	Micro Economics [S/B]	5		
ECON&202	Macro Economics [S/B]	5		
Computer Science/Computer Applications - select 4-5 credits:				
CA/CS 100+	Computer course(s)	4-5		
Subtotal		34-35		

Major Support

Select 15 credits in your area of interest

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
		5		
		5		
		5		
Subtotal		15		

General Education

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
MATH 106+	MATH 106 or above	5		
ENGL&101	English Composition I [C]	5		
English - select 5 additional credits from the following:				
ENGL&102	Composition II [C]	5		
ENGL&235	Technical Writing [C]	5		
Natural Science with lab - select 5 credits:				
		5		
Psychology or Sociology - select 5 credits from the following:				
PSYC&100	General Psychology [S/B]	5		
SOC& 101	Intro to Sociology [S/B]	5		
Communication Studies - select 3-5 credits from the following:				
CMST 104	Speech Essentials [C]	3		
CMST 110	Communication Behavior [C]	3		
CMST&210	Interpersonal Communication [C]	5		
CMST&220	Public Speaking [C]	5		
CMST 260	Multicultural Communication [C]	5		
Subtotal		28-30		

Available Concentrations: General, Finance & Accounting, Marketing or Management
Choose one concentration from below:

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General

Select 20 credits from courses within any of the three concentrations listed below

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
		5		
		5		
		5		
		5		

Subtotal 20
Total Credits Required 97-100

Finance & Accounting

Select 20 credits from the following:

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
BUS 105	Business & Payroll Tax Accounting	5		
BUS 107	Federal Income Taxes	5		
BUS 111	Computerized Accounting	5		
BUS 120	Personal Finance	5		
BUS 165	Investments	5		
BUS 210	Managing Personal Finance	5		
BUS 263	Principles of Finance	5		

Subtotal 20
Total Credits Required 97-100

Marketing

Select 20 credits from the following:

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
BUS 103	Principles of Sales	5		
BUS 265	Marketing Principles	5		
BUS 267	Marketing Special Projects	1-5		
BUS 268	Marketing Special Projects II	1-5		
BUS 280	Innovation & Design Thinking 1	5		
BUS 281	Innovation & Design Thinking 2	5		

Subtotal 20
Total Credits Required 97-100

Management

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
BUS 250	Management Information Systems	5		
BUS 262	Management Principles	5		
BUS 263	Principles of Finance	5		
BUS 271	Human Relations Business	5		

Subtotal 20
Total Credits Required 97-100