Business Education

(AS.BE) Associate in Science Degree

Business, Management & Administration

You might also like:

Workforce Ready
- Accounting – page 16
- Administrative Assistant–Executive – page 18
- Administrative Assistant–Legal – page 19
- Administrative Assistant–Medical – page 20
- Entrepreneurship–Small Business Ownership – page 68
- E-Commerce Marketing – page 61
- Marketing – page 95
- Management – page 93
- Professional Sales – page 117
- Office Assistant/Receptionist – page 104
- Office Management – page 105
- Office Technology Skills–General – page 106
- Office Technology Skills–Medical – page 107
- Office Technology Skills–MOS – page 108

Transfer Ready
- Business Administration – page 139

This curriculum is for students interested in business education who plan to transfer to a four-year college or university. Course requirements are modified to meet demands of individual universities. Upon completion of this program, students may transfer as juniors to four-year colleges and universities. This is a sample list of major requirements. Consult a counselor or academic advisor before registering. Four-year college requirements vary from college to college.

Specific graduation requirements are identified through degree audit. Additional developmental courses in math, reading and English may be required based on placement scores.

FIRST YEAR

First Semester		Hours
☐ ENG 120	Composition I *	3
☐ BUS 142	Introduction to Business	3
☐	Science (IAI L)	4
☐	Humanities (IAI H)	3
☐	Fine Arts (IAI F)	3
	SEMESTER TOTALS	**16**

Second Semester		
☐ ENG 121	Composition II *	3
☐ CIS 160	Practical Software Applications *	3
☐	Science (IAI P)	3 – 4
☐ SPE 111	Introduction to Speech Communication	3
☐	Elective	3
	SEMESTER TOTALS	**15 – 16**

SECOND YEAR

First Semester		
☐ BUS 151	Financial Accounting *	3
☐ BUS 200	Legal Environment of Business	3
☐ ECO 231	Principles of Economics I	3
☐ HIS 153	History and Culture of the Third World	3
☐	Elective	6
	SEMESTER TOTALS	**18**

Second Semester		Hours
☐ BUS 152	Managerial Accounting *	3
☐ ECO 232	Principles of Economics II *	3
☐ POS 160	American National Government	3
☐ MAT 125	Statistics *	3
☐ EDU 100	Introduction to Education	3
	SEMESTER TOTALS	**15**

SUGGESTED ELECTIVES

☐ BUS 141	Business Communications *	3
☐ PSY 271	Introduction to Psychology	3
☐ BUS 247	Principles of Marketing	3
☐ BUS 251	Principles of Management	3
☐ BUS 285	Labor Relations *	3
☐ BUS 287	Introduction to International Business *	3
☐ BUS 290	Human Resource Management *	3
☐ CIS 101	Internet Systems & Applications	2
☐ BUS 120	Business Career Development	3

* There are prerequisites, course requisites or minimum placement test scores for this course

See page 134 for specific general education requirements and course listings.

NOTES:

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