

# Business

2017-2018 Catalog

Award Granted Upon Completion: Associate in Applied Science in Business

Credits/Contacts Required: **60/60**

Major code: 03/310

CIP Code: 520101

## Description

The Business program is designed to enable students to gain entry level employment in business related fields. The program covers the basic working knowledge of general business theory and practice, the use of current technology appropriate to business operations, and the ability to communicate effectively in a business environment. This program is available online.

### General Education Requirements – Min 15 credits

		<u>Cr</u>
ENGL-101	Rhetoric & Composition	3
BUSN-177	Mathematics of Business *	3
ECON-131	Macroeconomics <b>-OR-</b>	3
ECON-132	Microeconomics	
XXXX-xxx	General Education Electives	6

### Requirements – Min 45 credits \*\*

		<u>Cr</u>
ACCT-100	Practical Accounting <b>-OR-</b>	4
ACCT-101	Accounting Principles I	
BUSN-160	Introduction to Business	3
BUSN-195	Business Communications	3
BUSN-242	Principles of Management	3
BUSN-250	Business Law I	3
BUSN-253	Marketing	3
BUSN-260	International Business@	3
CIS-101	Computer Concepts & Applications	4
CIS/OIS-xxx	CIS <b>-OR-</b> OIS Elective(s)	7
ECON-120	Personal Finance	3
XXXX-xxx	Business Electives or Co-Op #,***	9

#	Internships and Co-ops may require that the student pass a criminal background check.
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### Suggested Sequences Per Semester

		<u>Cr / Ct</u>
<b>First Semester</b>		
BUSN-160	Introduction to Business	3/3
BUSN-177	Mathematics of Business *	3/3
CIS-101	Computer Concepts & Apps	4/4
ENGL-101	Rhetoric & Composition	3/3
		<b>13/13</b>
<b>Second Semester</b>		
ACCT-100	Practical Accounting <b>-OR-</b>	
ACCT-101	Accounting Principles I	4/4
BUSN-195	Business Communications	3/3
ECON-120	Personal Finance	3/3
XXXX-xxx	CIS <b>-OR-</b> OIS Elective(s)	3/3
XXXX-xxx	General Education Elective	3/3
		<b>16/16</b>
<b>Third Semester</b>		
BUSN-242	Principles of Management	3/3
BUSN-250	Business Law I	3/3
BUSN-253	Marketing	3/3
XXXX-xxx	Business Elective ***	3/3
XXXX-xxx	General Education Elective	3/3
		<b>15/15</b>
<b>Fourth Semester</b>		
BUSN-260	International Business @	3/3
ECON-131	Macroeconomics <b>-OR-</b>	
ECON-132	Microeconomics	3/3
XXXX-xxx	Business Electives <b>-OR-</b>	6/6
	Co-op ***	
XXXX-xxx	CIS <b>-OR-</b> OIS Elective(s)	4/4
		<b>16/16</b>

\* Other mathematics credits may be accepted in the circumstances where a student has changed programs.

\*\* Keyboarding proficiency is necessary for the successful completion of this degree. Students may demonstrate keyboarding proficiency by successfully passing the keyboarding test available in the Student Computing Center. Students without prior keyboarding experience should enroll in OIS-090 Computer Keyboarding.

\*\*\* Business Electives can be chosen from any ACCT, BUSN, CIS, ECON, or OIS courses. Advisor assistance with choosing electives is highly recommended. All Co-op credits must be approved by an advisor.

@ It is highly recommended to complete this course during the fourth/last semester of course work.