

## Business Administration: A25120A

**Total Semester Hours Required for Associates Degree:** 66 Credit Hours

**Suggested Full-Time Schedule:** The following suggested schedule based on full-time enrollment.

### Fall Year 1

Complete	Course	Title	Credits	Pre-Req/Notes
	ACA-111	College Student Success	1	
	ACC-120	Principles of Financial Accounting	4	MAT-003/P1 & ENG-002/P1
	BUS-110	Intro to Business	3	
	CIS-110	Intro to Computers	3	ENG-002/P1
	ENG-111	Writing & Inquiry	3	ENG-002/P
TOTAL: 14 CREDIT HOURS				

### Spring Year 1

Complete	Course	Title	Credits	Pre-Req/Notes
	ACC-121	Principles of Managerial Accounting	4	ACC-120
	BUS-137	Principles of Management	3	
	BUS-240	Business Ethics	3	
	MAT-143	Quantitative Literacy	3	
	-	Business Admin. Major Elective	1	
TOTAL: 14 CREDIT HOURS				

### Summer Year 1

Complete	Course	Title	Credits	Pre-Req/Notes
	COM-231	Public Speaking	3	Choose one course
	-	Humanities/Fine Arts Elective	3	
	PSY-150	General Psychology	3	MAT-003/P1 & ENG-002/P1
TOTAL: 9 CREDIT HOURS				

### Fall Year 2

Complete	Course	Title	Credits	Pre-Req/Notes
	BUS-115	Business Law I	3	
	ECO-251	Principles of Microeconomics	3	MAT-003/P & ENG-002/P
	MKT-120	Principles of Marketing	3	
	MKT-223	Customer Service	3	
	-	Business Admin. Major Elective	3	
TOTAL: 15 CREDIT HOURS				

### Spring Year 2

Complete	Course	Title	Credits	Pre-Req/Notes
	BUS-139	Entrepreneurship	3	
	BUS-153	Human Resource Management	3	
	BUS-239	Business Applications Seminar	2	ACC-120, BUS-115, BUS-137, MKT-120, ECO-251
	CTS-130	Spreadsheet	3	
	BUS-125 OR BUS-225	Personal Finance Business Finance	3	ACC-120
TOTAL: 14 CREDIT HOURS				

### Electives: Four Credit Hours Required

Course	Title	CR	Pre-Req	Course	Title	CR	Pre-Req
ACC-131	Federal Income Taxes	3		ISC-132	Manufacturing Quality Control	3	
ACC-132	NC Business Taxes	2		ISC-221	Statistical Quality Control	3	
BAF-110	Principles of Banking	2		ISC-272	Quality Manufacturing Concepts	3	
BAF-111	Teller Training	2		MKT-123	Fundamentals of Selling	3	
BAS-120	Business Analytics I	3		WBL-111	Work-Based Learning I (10 hr)	1	
BUS-116	Business Law II	3	BUS-115	WBL-112	Work Based Learning I (20 hr)	2	
BUS-125	Personal Finance	3		WBL-121	Work Based Learning II (10 hr)	1	
BUS-217	Employment Law/Reg	3		WBL-122	Work Based Learning II (20 hr)	2	
BUS-225	Business Finance	3	ACC-120	WBL-131	Work Based Learning III (10 hr)	1	
BUS-234	Training & Develop	3		WBL-122	Work Based Learning II (20 hr)	2	
BUS-253	Leadership & Mgmt	3		DBA-110	Database Concepts	3	CIS-110 OR CTI-110