

*Students May Enroll to Take This Program Online or Residentially*

*A student who successfully completes an average of 15 credits per quarter will be able to earn the degree in 12 quarters (36 months).*

The objective of the Bachelor of Science in Business Administration degree program is to provide students with the knowledge, technical skills and work habits required for entry-level positions in business and to give them opportunities for career advancement. This program provides a balance of specialized education and credentials for career placement and advancement with effective communication, teamwork and critical thinking skills. Graduates may seek careers in private, public and government sectors, in areas of management, marketing and finance.

The goal of this program is to prepare graduates who are able to:

1. Prepare and present a finance plan
2. Write and present a marketing plan
3. Create a job analysis
4. Explain workplace compliance regulations
5. Create a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis
6. Develop strategies to make ethical decisions in business
7. Demonstrate appropriate written and verbal communication skills
8. Evaluate the quality of multiple viewpoints, arguments, and evidence and distinguish between fact and opinion
9. Exhibit social responsibility and examine the diverse cultures and value systems of our global community

**CORE REQUIREMENTS**

Class #	Class Name	Credits
AC110	Accounting Principles I	4
AC150	Accounting Principles II	4
AC160	Managerial Accounting	4
BS100	Business Mathematics	4
BS110	Business Communications	4
BS150	Business Writing	4
CS111	Computer Information Systems	3
CS131	MS Office Professional I	3
CS256	MS Office Professional II	3
MG100	Introduction to Business	5
MG110	Supervisory Management	4
MG150	Business Law	5
MG220	Small Business Management	4
MG300	Finance	4
MG310	Human Resource Management	4
MG320	Operations Management	4
MG340	Leadership and Management	4
MG420	Investments	4
MG430	Business Ethics	4
MG440	Entrepreneurship	4
MG475	Capstone: Business Administration	4
MK150	Marketing	4
MK210	Consumer Behavior	4
MK310	Marketing Strategy	4
PD250	Career Development	1

Electives approved by the dean of students  
No more than 12 of these electives may be general education credits.

**Total Core Minimum Credit Requirement** **126**

**BUSINESS ADMINISTRATION**

**GENERAL EDUCATION REQUIREMENTS**

A student pursuing a bachelor’s degree is required to earn a minimum of 54 credits from the general education courses listed below, demonstrating a solid grounding in the liberal arts. A minimum of six credits must be earned in each of the following disciplines: communications, humanities, natural science and mathematics and social science.

Class#	Class Name	Credits
<b>COMMUNICATIONS</b>		
CM111	Speech Communications	4
CM121	Composition (required)	4
CM200	Intercultural Communications	4
CM210	Creative Writing	4
CM220	Art of Persuasion	4
CM230	Mass Communication	4
CM320	Writing and Research	4
<b>HUMANITIES</b>		
HU100	Introduction to Humanities	4
HU121	Film in Society	4
HU130	Spanish I	4
HU150	Introduction to Literature	4
HU200	Art in the Modern World	4
HU230	Spanish II	4
HU310	The Novel	4
HU315	World Literature	4
<b>NATURAL SCIENCE and MATHEMATICS</b>		
^Students must complete either NS112 or NS116		
NS105	Biology	4
NS111	Environmental Issues	4
NS112	Topics in Mathematical Reasoning (required)^	4
NS116	College Algebra I (required)^	4
NS121	Earth Science	4
NS216	College Algebra II	4
NS305	Statistics I	4
NS320	Introduction to Decision Systems	4
NS351	Statistics II	4
<b>SOCIAL SCIENCE</b>		
SS116	Introduction to Psychology	4
SS130	Law in Society	4
SS140	Interpersonal Relations (required)	4
SS145	Introduction to Macroeconomics (required)	4
SS200	Introduction to Microeconomics	4
SS205	Sociology	4
SS210	Developmental Psychology	4
SS230	Psychology of Personality	4
SS311	Human Behavior	4
SS331	International Economics	4
SS360	Abnormal Psychology	4
<b>PROFESSIONAL DEVELOPMENT</b>		
PD102	Strategies for Success (required)	2
<b>Total General Education Minimum Credit Requirement</b>		<b>54</b>

**Total Program Minimum Credit Requirement** 180

Notes:  
 Students are required to complete 30% of the program at the 300/400 level. Students may be required to complete Foundations of Mathematics I and/or II and Foundations of Writing I and/or II based upon competency exam scores.