

BUSINESS ADMINISTRATION ASSOCIATE IN APPLIED SCIENCE DEGREE SMALL BUSINESS OPERATIONS OPTION (63 CREDIT HOURS MINIMUM)

GENERAL EDUCATION REQUIREMENTS (18 hours min.) SEMESTER COMPLETED GRADE/CREDIT HRS.

Communications (6 hours)

ENGL 1113 English Composition I+

ENGL 1213 English Composition II+

OR MCOM 1213 Public Speaking

U.S. History/U.S. Government (6 hours)

HIST 1483 U.S. History to 1877

OR HIST 1493 U.S. History Since 1877

POLS 1113 American Federal Government

General Education (6 hours minimum)

ECON 2103 Personal Finance

Science (3-4 hours)

OR Math (3-4 hours)—See courses listed on next page.

PROGRAM REQUIREMENTS (27 hours)

Students must earn a "C" or better in courses denoted with an asterisk (*) to be eligible for graduation.

*ACCT 1123 College Accounting Procedures

*BA 1303 Introduction to Business

*BA 2503 Business Communication

*MGMT 2103 Principles of Management

*MGMT 2313 Introduction to Management Information Systems

*MKTG 2103 Principles of Marketing

BA 2203 Business Law I

BA 2413 Business Ethics

CIT 1093 Microcomputer Applications

OPTION REQUIREMENTS (18 hours)

ACCT 2403 Personal Income Tax

OR ACCT 2413 Small Business Income Tax

OR ECON 2503 Introduction to Investments

BA 2603 Starting Your Own Business

MGMT 2113 Office Management

MGMT 2203 Human Resources Management

MGMT 2703 Small Business Management

MKTG 1503 Concepts of Selling

OR MKTG/MCOM 2213 Principles of Advertising

OR MGMT 2803 Supply Chain Management & Logistics

+Check course description for prerequisites that must be met.

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General Education Electives for Science

HSBC 1104, HSBC 1224, HSBC 2103, HSBC 2114, GEOG 1114, or any course with the following prefixes: ASTR, BIOL, CHEM, ENSC, GEOL, METR, PHSC, or PHYS

General Education Electives for Math

Any MATH course, which is at least 1000 level or higher, except MATH 2013, MATH 2023, MATH 2033, and MATH 2091-6

Small Business Operations Certificate Requirements—18 Hours

The certificate will be awarded upon degree completion unless the student opts out in writing to the Graduation Office before graduation.

	SEMESTER COMPLETED	GRADE/CREDIT HRS.
ACCT 2403 Personal Income Tax OR ACCT 2413 Small Business Income Tax OR ECON 2503 Introduction to Investments		
BA 2603 Starting Your Own Small Business		
MGMT 2113 Office Management		
MGMT 2203 Human Resources Management		
MGMT 2703 Small Business Management		
MKTG 1503 Concepts of Selling OR MKTG/MCOM 2213 Principles of Advertising OR MGMT 2803 Supply Chain Management & Logistics		

+Check course description for prerequisites that must be met.

Suggested Order of Enrollment

The following courses should be taken in the sequence indicated. Because general education courses have multiple offerings, students should incorporate those courses into their schedule after their Business Administration Degree requirement courses have been determined. Some courses are offered only once each year; some courses are offered only in the day; some courses are offered only in the evening; and summer course offerings vary. Therefore, check the RSC Academic Catalog and/or class schedule for course offering specifics. The “+” symbol represents a prerequisite for the course. Any course offering is subject to change without notice.

<p style="text-align: center;"><u>1st Fall Semester</u></p> ACCT 1123 College Accounting Procedures BA 1303 Introduction to Business BA 2413 Business Ethics CIT 1093 Microcomputer Applications 3-6 hours of General Education Requirements	<p style="text-align: center;"><u>1st Spring Semester</u></p> ACCT 2403 Personal Income Tax OR ACCT 2413 Small Business Income Tax OR ECON 2503 Introduction to Investments BA 2203 Business Law I ECON 2103 Personal Finance MGMT 2103 Principles of Management 3-6 hours of General Education Requirements
<p style="text-align: center;"><u>2nd Fall Semester</u></p> BA 2503 Business Communication BA 2603 Starting Your Own Business MGMT 2113 Office Management MGMT 2203 Human Resources Management 3-6 hours of General Education Requirements	<p style="text-align: center;"><u>2nd Spring Semester</u></p> MKTG 1503 Concepts of Selling OR MKTG/MCOM 2213 Principles of Advertising OR MGMT 2803 Supply Chain Management & Logistics MKTG 2103 Principles of Marketing MGMT 2313 Introduction to Management Information Systems MGMT 2703 Small Business Management 3-6 hours of General Education Requirements