

# BUSINESS ADMINISTRATION, Associate in Science Degree - 1026

## Business Studies Department

The Business Administration AS degree is a general transfer program for the student who plans to pursue a bachelor's degree in accounting, entrepreneurship, economics, finance, human resource management, information systems, management, marketing, organizational leadership, supply-chain management, or a related field. Since the requirements of bachelor degree institutions vary widely, it is essential to choose an intended transfer institution as soon as possible and carefully follow the program prescribed in that college's catalog. Students who complete HACC's Business Administration AS degree are to be admitted at the Junior-level to any institution participating in Pennsylvania's statewide college credit transfer system. The Business Administration AS degree is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). Since 1992, ACBSP is the only nationally recognized organization that grants regional accreditation to two- and four-year college and universities. The complete program is available at all of HACC's campus locations, as well as through Virtual Learning.

### Transfer Opportunities

This transfer curriculum is provided as a guide for students planning to transfer to a baccalaureate degree granting institution.

### Competency Profile

This curriculum is designed to prepare students to:

- Prepare and deliver oral and written presentations on business concepts
- Utilize various methods of collecting, processing, and analyzing information to complete assignments and make informed decisions
- Describe the effects of legal and ethical forces on an organization's decision-making
- Provide information on the impact of legal, economic, and financial decisions on various areas within an organization
- Demonstrate how economic information supports and influences decisions by management, marketing, finance, and business law
- Complete classroom learning activities that require interacting as groups
- Explain that there are cultural differences in business practices
- Use the appropriate software and technologies, including Word, Excel, and Power Point, to complete various assignments
- Use library resources to access and extract information from online databases appropriate for business

### PROGRAM REQUIREMENTS (TOTAL CREDITS = 61)

General Education		Major Requirements		Other Required Courses	
ENGL 101 English Composition I	3	ACCT 150 Principles of Financial Accounting I	2	CIS 105 Introduction to Software for Business	3
ENGL 102 English Composition II (or)	3	ACCT 151 Principles of Financial Accounting II	2	Transfer Electives**	9
ENGL 106 Business Writing	(3)	ACCT 160 Principles of Managerial Accounting I	2		12
COMM 101 Effective Speaking	3	ACCT 161 Principles of Managerial Accounting II	2		
Humanities & Arts Elective	3	BUSI 201 Business Law I (or)	3		
Social & Behavioral Science Elective - ECON 201	3	BUSI 209 Legal Environment of Business	(3)		
Mathematics Elective - MATH 103 or 110*	3 or 4	ECON 202 Microeconomics	3		
Math or Science Elective - MATH 202	4	MGMT 201 Principles of Management	3		
Science w/ a Lab Elective	3	MKTG 201 Principles of Marketing	3		
First-Year-Seminar Elective - BUSI 101	3		20		
Wellness	1				
	29				

\*MATH 103 is the prerequisite for MATH 110; Students may test out of MATH 103 or include it as a transfer elective. Students, who transfer to colleges that do not require MATH 110, may complete their degree with MATH 103.

\*\*Students are to select transfer electives that are appropriate for their intended transfer institution.

### **RECOMMENDED SEQUENCE FOR FULL-TIME STUDENTS**

Part time students can complete this program by taking one or more courses each semester.

<b>Fall Semester I</b>		<b>Spring Semester I</b>		<b>Fall Semester II</b>		<b>Spring Semester II</b>	
CIS 105	3	BUSI 201 <b>or</b> 209	3	ACCT 150	2	ACCT 160	2
COMM 101	3	ENGL 102 <b>or</b> 106	3	ACCT 151	2	ACCT 161	2
BUSI 101	3	ECON 201	3	ECON 202	3	Humanities/Art Elective	3
ENGL 101	3	MGMT 201	3	MKTG 201	3	MATH 103 or 110*	3 <b>or</b> 4
Wellness	1	Transfer Elective**	3	MATH 202	4	Science w/ Lab Elective	3
				Transfer Elective**	3	Transfer Elective**	3