Associate in Science

Business Administration Program - Accounting Concentration

To graduate in the Business Administration Program - Accounting Concentration a student must complete the following required course of study.

Course #	Course Title	Credits	Prerequisites	Semester Offered	Semester Taken	Grade Earned
General Education						
ENL101	English Composition I	3	Appropriate scores in Reading Comprehension & in Sentence Skills on CPT or grade of C or better in ENL020 & ENL050 or ESL201	Fall, Spring, Summer		
COM103	Human Communication	3	ENL010 or ESL102 or satisfactory basic skills assessment score	Fall, Spring, Summer		
	Behavioral & Social Sciences	3				
	Behavioral & Social Sciences	3				
	Mathematics/Quantitative Reasoning (or) Natural or Physical Science	3 (or) 4				
	Mathematics/Quantitative Reasoning (or) Natural or Physical Science	3 (or) 4				
	General Education Elective	3				
Professional Education						
BUS100	Introduction to Business	3	None	Fall, Spring, Summer		
BUS120	Business Law I	3	None	Fall, Spring, Summer		
GIT110	Microcomputer Application Software	3	GIT102 or equivalent, ENL020 & ENL050 or satisfactory basic skills assessment score	Fall, Spring, Summer		
ACC111	Accounting I with Computer Applications*	3	MAT020 & ENL020 or satisfactory basic skills assessment scores	Fall, Spring		
ACC112	Accounting II with Computer Applications	3	MAT030 or satisfactory basic skills assessment score & ACC111 or ACC101	Fall, Spring		
ACC202	Managerial Accounting	3	ACC201 or (ACC111 & ACC112)	Fall, Spring, Summer		
ACC110	Personal & Small Business Taxes	3	None	Spring		
GIT125	Spreadsheet Applications for Business	3	(GIT110 or GIT120) & (ACC111 or ACC201)	Fall, Spring		
BUS261 (or) ACC263	Business Administration Cooperative Work Experience (or) VITA Practicum	3	Approval by the Business internship coordinator (or) ACC101 or ACC111 or ACC201; Co-requisite: ACC110	Fall, Spring, Summer Spring		
ECO117	Principles of Macroeconomics	3	None	Fall, Spring, Summer		
ECO118	Principles of Microeconomics	3	None	Fall, Spring, Summer		
	Business elective	3				
	Business elective	3				
Total Credits:		60/62				

Note: Students intending to transfer to a bachelor program should discuss options with a professor in the Accounting concentration.

* Students may take ACC201 in lieu of ACC111 and ACC112. This requires an additional 3 credit Business elective.

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Business Administration Program Overview

Students in the Associate in Science Business Administration program acquire a wide range of knowledge to prepare them for various positions in the business arena. Concentrations in Accounting, Hospitality Management, Management, and Marketing provide an in-depth education.

Career Outlook

Currently, there is an excellent opportunity for students desiring to enter the field of management to have the career of their choice. Students completing a concentration in the A. S. degree in Business Administration are prepared for many exciting entry-level management positions.

Accounting Overview

Students in the Accounting concentration acquire a solid background in the areas of cost accounting, general accounting practices, and tax accounting.

Career Outlook

Students completing the Accounting concentration are prepared for a variety of career options requiring a two-year degree in business, non-profit, and public accounting firms.

Program Outcomes

Upon completion of the Accounting concentration, students are able to:

- Use financial statements in decision making.
- Create and maintain computerized accounting records for a business entity.
- Work effectively at an entry-level accounting position.
- Analyze and record basic accounting transactions for proprietorships, partnerships and corporations.
- Understand the accounting cycle for service, merchandising and manufacturing businesses.
- Prepare, analyze and interpret financial statements.
- Evaluate tax situations and apply appropriate tax law for informed and responsible moral choices.
- Identify situations in accounting that demonstrate the importance of ethical behavior by the accountant to ensure accounting information is accurate, complete, relevant and reliable.
- Describe the basic elements of budgeting process, its objectives, and its impact on human behavior.
- Apply quantitative reasoning to evaluate capital investment and budgeting decisions.