

BUSINESS ADMINISTRATION

Associate of Science Degree

Program Description

The Business Administration program provides students the opportunity to develop various key skills essential for success in the business world or in an entrepreneurial endeavor. Students will explore the fundamentals of business using critical thinking, analysis, and communication skills. The purpose of the program is to prepare students for operational business positions, as well as allowing students to continue their education into a baccalaureate degree program.

Program Outcomes

At the completion of this program, the student should be able to:

- Communicate effectively using interpersonal, intercultural, and general communication skills.
- Interpret the impact of economic variables on individuals, businesses, and society.
- Analyze financial statements.
- Assess business strategies and construct a strategic business plan.
- Evaluate the effect globalization has on U.S. based businesses.

Additional Information

1. Indicates course requires the completion of a prerequisite.

2. For program electives students may choose any 3 courses (9 credits) with a course prefix of: BUS, FIN, MGT, MKT.

Note: All classes are offered in the fall and the spring unless otherwise designated:

F=Class is only offered in the Fall

S=Class is only offered in the Spring

General Education Requirements – see p. 98	
25 credits total	Credits
Computer Science	3 credits
ENG 101 English Composition I	3 credits
ENG 102 English Composition II ¹	3 credits
History/Government	3 credits
IDS 167 First Year Seminar	3 credits
Math	3 credits
Natural Science w/ Lab	4 credits
Social Science/Psychology	3 credits

Program Requirements – 36 credits total	
	Credits
ACC 101 Accounting I	3 credits
ACC 102 Accounting II ¹	3 credits
BUS 101 Fundamentals of Business	3 credits
BUS 211 International Business	3 credits
ECO 201 Microeconomics	3 credits
ECO 202 Macroeconomics	3 credits
MAT 107 Statistics ¹	3 credits
Open Electives	6 credits
Program Electives ²	9 credits

Total credits required for graduation

61 credits

Program Electives	
	Credits
BUS 202 Principles of Customer Service (F)	3 credits
BUS 220 Business Ethics	3 credits
MGT 330 Managerial Communications ¹ (F)	3 credits
FIN 202 Health Care Finance (F)	3 credits
FIN 215 Investments (S)	3 credits
FIN 320 Principles of Finance ¹	3 credits
MGT 201 Principles of Management	3 credits
MGT 202 Sales Management (S)	3 credits
MGT 203 Human Resources Management (S)	3 credits
MGT 230 Entrepreneurship & Small Bus. Management ¹ (S)	3 credits
MGT 235 Financing a Small Business (F)	3 credits
MKT 201 Principles of Advertising ¹ (S)	3 credits
MKT 202 Principles of Marketing ¹ (F)	3 credits
MKT 330 Social Media Marketing (S)	3 credits
EXP 297 Internship I	3 credits

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Semester 1	Credits	Pre-Requisites
ACC 101 Accounting I	3 credits	
Math	3 credits	
Computer Science	3 credits	
ENG 101 English Composition I	3 credits	
IDS 167 First Year Seminar	3 credits	
Total	15 credits	

Semester 2	Credits	Pre-Requisites
ACC 102 Accounting II	3 credits	ACC 101
BUS 211 International Business	3 credits	
ENG 102 English Composition II	3 credits	ENG 101
Open Elective	3 credits	
Math	3 credits	
Total	15 credits	

Semester 3	Credits	Pre-Requisites
ECO 202 Macroeconomics	3 credits	
History/Government	3 credits	
Open Elective	3 credits	
Natural Science w/ Lab	4 credits	
Program Elective	3 credits	
Total	16 credits	

Semester 4	Credits	Pre-Requisites
ECO 201 Microeconomics	3 credits	
MAT 107 Statistics	3 credits	MAT 097 or Equivalent
Program Elective	3 credits	
Program Elective	3 credits	
Social Science/Psychology	3 credits	
Total	15 credits	

Semester Path:

Recommended course of study for a full-time student. It is recommended that students speak to an Academic Advisor before registering for courses each semester.

Student Resources:

Academic Advising
617-984-1720

**Dean's Office of Arts and Sciences
& Professional Programs**
617-405-5920

Dean's Office of Allied Health
617-405-5960

Dean's Office of Nursing
617-405-5990

Financial Aid Office
617-984-1620

Registrar's Office
617-984-1650

**Student Accessibility and Academic
Support Services**
617-405-5915