

Business Administration

Associate in Applied Science Business Administration Systems – Management Option - 520201708

Program Coordinator: Professor Helen Davis
Chestnut Hall 222C 502.213.2166

Semester	Credit Hours
General Education:	
_____ ENG 101 Writing I.....	3
_____ CIT 105 Introduction to Computers OR.....	3
_____ OST 105 Introduction to Information Systems.....	(3)
_____ COM 181 Basic Public Speaking OR.....	3
_____ COM 252 Introduction to Interpersonal Communication.....	(3)
_____ ECO 101 Contemporary Economic Issues OR.....	3
_____ ECO 201 Principles of Microeconomics OR.....	(3)
_____ ECO 202 Principles of Macroeconomics.....	(3)
_____ MAT 105 Business Mathematics OR.....	3
_____ MAT 110 Applied Mathematics OR Higher Math.....	(3)
_____ Heritage/Humanities/Foreign Language.....	3
_____ Natural or Applied Science Course.....	3
Technical Courses:	
_____ ENG 102 Writing II OR.....	3
_____ OST 235 Business Communications Technology.....	(3)
_____ CIT 130 Productivity Software and Development OR.....	3
_____ OST 240 Software Integration.....	(3)
_____ BAS 160 Introduction to Business.....	3
_____ BAS 250 Business Employability Seminar.....	1
_____ BAS 267 Introduction to Business Law.....	3
_____ BAS 282 Principles of Marketing.....	3
_____ BAS 283 Principles of Management.....	3
_____ ACC 201 Financial Accounting OR.....	3
_____ ACT 101 Fundamentals of Accounting I AND.....	(3)
_____ ACT 102 Fundamentals of Accounting II.....	(3)
_____ ACC 202 Managerial Accounting.....	3
Core Subtotal 46-49	
Management Option - Required:	
_____ BAS 212 Introduction to Financial Management OR.....	3
_____ QMS 101 Introduction to Quality Systems OR.....	(3)
Second Mathematics Course*.....	(3)
_____ BAS 284 Applied Management Skills.....	3
Choose 11-12 hours (not duplicated from the core) from the following Management and/or Technical Courses with no more than 3 hours selected from Technical Courses.	
Management Courses	
_____ ACT 277 Managerial Accounting Topics.....	3
_____ BAS 170 Entrepreneurship.....	3
_____ BAS 200 Small Business Management.....	3
_____ BAS 212*** Introduction to Financial Management.....	3
_____ BAS 289 Operations Management.....	3

_____	BAS 290 Management, Ethics & Society.....	3
_____	BAS 256 International Business.....	3
_____	BAS 260 Professional Development and Protocol.....	2
_____	BAS 274 Human Resource Management.....	3
_____	BAS 285 Problems in Marketing and Management.....	3
_____	BAS 287 Supervisory Management.....	3
_____	BAS 288 Personal and Organizational Leadership.....	3
_____	BAS 291 Retail Management.....	3
_____	BAS 299 Selected Topics in Management: (Option Topic).....	1-3
_____	OST 275 Office Management.....	3
_____	QMS 101 Introduction to Quality Systems.....	3
_____	QMS 202 Performance Management.....	3

Technical Courses:

_____	BAS 120 Personal Finance.....	3
_____	CIT 234/CIT236 Advanced Microcomputer Applications.....	3
_____	ENG 203 Business Writing OR.....	(3)
_____	OST 235 Business Communications Technology.....	(3)
_____	COE 199 Cooperative Education: (Business Administration).....	1-4
	OR	
_____	BAS 280 Business Internship.....	(1-4)
_____	ECO 150 Introduction to Global Economics.....	3
_____	ECO 201 Principles of Microeconomics OR.....	3
_____	ECO 202 Principles of Macroeconomics.....	(3)
_____	CIT 155Web Page Development.....	3
_____	CIT 232 Help Desk I.....	3
_____	OST 110 Document Formatting and Word Processing.....	3
_____	QMS 101 Introduction to Quality Systems.....	3
_____	QMS 201 Customer Service Improvement Skills.....	3

Subtotal 17-18

Total Credit 63-67

***Not allowed as an Approved Management Course if course has been taken as an option required course.

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