

Business Administration

Associate in Applied Science

Program/CIP Code: BADM.AAS/52.0201

Credits Required: 60

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Accreditation: Accreditation Council for Business Schools and Programs (ACBSP)

This program provides courses to prepare students for immediate employment in many areas of work. Students interested in a transfer program should follow the suggested listing of courses for The Associate in Science in Liberal Arts & Sciences transfer degree for Business and they are required to fulfill all degree requirements of the transfer institution. Deviations must be approved by the Dean of Math, Science & Business Technology.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
BUSN0110	Business Math**	3
	Humanities Elective	3
ECON0201 OR PSYC0101	Principles of Macroeconomics OR Psychology*	3
	Natural and Physical Science Elective	3-5
Total Hours for General Education Requirements		21

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Business Administration Requirements*

Course		Credit Hours
BUSN 0101	Accounting I	3
BUSN 0204	Business Law I	3
BUSN 0210	Introduction to Business	3
BUSN 0211	Business Communications	3
CIST 0111	Microcomputer Business Software	3
BUSN 0102	Accounting II	3
BUSN 0104 OR BUSN 0108	Small Business Management OR Human Relations in Business	3
BUSN 0206	Business Law II	3
BUSN 0213 OR BUSN 0280	Introduction to Employment Law OR Human Resource Management	3
BUSN 0286	Principles of Management	3
BUSN 0294	Introduction to Entrepreneurship: FastTrac®	3
Electives: Choose 5-6 credits from the following:		
BUSN 0104	Small Business Management	3
BUSN 0105	Personal Finance	3
BUSN 0113	Marketing	3
BUSN 0166 AND BUSN 0167	Volunteer Income Tax Assistance (VITA) Tax Preparation AND Volunteer Income Tax Assistance (VITA) Tax Preparation Internship	2 1
BUSN 0181	Is Business Ownership for Me? – Ice House-The Entrepreneurial Mindset	2
BUSN 0203	Managerial Accounting	3
BUSN 0214	International Business Cultures	3
BUSN 0216	E-Marketing	3
BUSN 0260	Principles of Advertising	3
BUSN 0263	Consumer Behavior	3
BUSN 0264	Integrated Marketing Communications	3
BUSN 0266	Principles of Selling	3
BUSN 0267	Supervision Skills	2
BUSN 0269	Services Marketing	3
BUSN 0292	Current Topics in Supervision and Management	3
BUSN 0293	Business Dynamics	2
BUSN 0294	Introduction to Entrepreneurship: FastTrac®	3
BUSN 2253	Customer Service	2
Total Hours for Business Administration Requirements		38
*See course syllabi for Business Administration course prerequisites.		

Total Hours for an Associate in Applied Science in Business Administration Degree	60
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