

# Transfer Associate Degrees & Certificates

## Business Administration

### Overview

#### Associate of Science

**PURPOSE:** With the rapid development of business and industry in Virginia, there is a great demand for qualified personnel in business administration to provide leadership for this economic growth. The Associate of Science degree with a major in Business Administration is designed for persons who plan to transfer to a four-year college or university to complete a baccalaureate degree in business administration.

**ADMISSION REQUIREMENTS:** General college curricular admission

**PROGRAM NOTES:** The following high school units are strongly recommended: four units of English, three units of college preparatory mathematics, and one unit of laboratory science. This curriculum requires courses in mathematics, natural sciences, social sciences, and health and physical education, in addition to principles of economics and accounting, which are usually required in the first two years of a baccalaureate business administration curriculum. With the assistance of their advisor, students are urged to acquaint themselves with the requirements of the major department in the institution to which transfer is contemplated. Students are advised to complete the AS degree at the community college, choosing courses that satisfy the mathematics, laboratory science and elective requirements of the four-year college as well as the AS degree. If students contemplate transferring to an out-of-state college, they should also make contact with the four-year college and consult that college's catalog before deciding which courses to take.

**COMPUTER COMPETENCY REQUIREMENT:** Students in this program will meet the college's computer competency requirement by successfully completing ITE 115. Students can also meet this requirement by passing the college's computer competency exam, administered in the testing centers on each campus, in which case they will receive college credit for ITE 115. Students not passing the computer competency exam may retake the exam only once.

**FOUR-YEAR COLLEGE/UNIVERSITY TRANSFER INFORMATION:** Additional information regarding transfer requirements for JMU, VSU, ODU, UVA Continuing and Professional Studies, MBC Adult Degree Program in Richmond, Longwood University, and UR SPCS is available at [reynolds.edu/curriculum/business\\_administrations](http://reynolds.edu/curriculum/business_administrations).

### Roadmap

COURSE	TITLE	LEC. HRS.	LAB. HRS.	CRS. CRE.
ENG 111	College Composition I	3	0	3
HIS ____ <sup>5</sup>	United States History or History of Western Civilization	3	0	3
MTH 161 <sup>1</sup>	Pre-Calculus I	3	0	3
ITE 115	Introduction to Computer Applications and Concepts	3	0	3
SDV 100	College Success Skills	1	0	1
BUS 100	Introduction to Business	3	0	3
____ <sup>2</sup>	Personal Wellness Elective	0-1	0-2	1
<b>TOTAL</b>		<b>16-17</b>	<b>0-2</b>	<b>17</b>
ENG 112	College Composition II	3	0	3
HIS ____ <sup>5</sup>	United States History or History of Western Civilization	3	0	3
MTH 261 <sup>1</sup>	Applied Calculus I	3	0	3
____ <sup>2,3,5</sup>	Approved Elective (does not include personal wellness courses and non-transfer math courses)	3	0	3
ITE 140 or ITE 150 <sup>5</sup>	Spreadsheet Software (Excel) or Desktop Database Software (Access)	3	0	3
<b>TOTAL</b>		<b>15</b>	<b>0</b>	<b>15</b>
ACC 211	Principles of Accounting I	3	0	3
ECO 201 <sup>4</sup>	Principles of Economics I - Macroeconomics	3	0	3
ENG ____ <sup>2,5</sup>	Any 200-Level Literature Course	3	0	3
____ <sup>2,5</sup>	Laboratory Science	3	3	4
____ <sup>2,3,5</sup>	Approved Elective (does not include personal wellness courses and non-transfer math courses)	3	0	3
<b>TOTAL</b>		<b>15</b>	<b>3</b>	<b>16</b>
ACC 212	Principles of Accounting II	3	0	3
ECO 202 <sup>4</sup>	Principles of Economics II - Microeconomics	3	0	3
ENG ____ <sup>2</sup>	Any 200-Level Literature Course	3	0	3
____ <sup>2</sup>	Laboratory Science	3	3	4
<b>TOTAL</b>		<b>12</b>	<b>3</b>	<b>13</b>
<b>Total Minimum Credits for AS Degree in Business Administration</b>				<b>61</b>

# REYNOLDS COMMUNITY COLLEGE

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<sup>1</sup> Students transferring to Virginia Commonwealth University are required to complete a semester of precalculus and a semester of calculus. If transferring to another university, students should see the program head for substitution of an appropriate math course.

<sup>2</sup> A list of approved general education electives (humanities/fine arts, social/behavioral sciences, mathematics, science, and personal wellness) is provided in the General Education section of the catalog under Curriculum Planning and Design. Students planning to transfer must take two semesters of laboratory sciences.

<sup>3</sup> Personal wellness courses and non-transfer math courses **may not be used** to satisfy this approved elective. Students planning to transfer to Virginia Commonwealth University must take CST 100 or CST 110 to satisfy this approved elective. Students planning to transfer to institutions other than VCU may also select from the list of approved general education electives (humanities/fine arts, social/behavioral sciences, mathematics, and science) that is provided in the General Education section of the catalog under Curriculum Planning and Design.

<sup>4</sup> In addition to the Reynolds Business Administration program's MTH 161 and MTH 261 requirements, the business programs of the following senior institutions require MTH 245: College of William and Mary, Radford University, JMU, University of Richmond, and University of Virginia. If majoring in Information Systems at VCU, students should take an additional math course at Reynolds: MTH 288. MTH 263 is a prerequisite for MTH 288.

<sup>5</sup> Students planning to transfer to Virginia State University (VSU) as 3rd year business school majors must complete the following courses at Reynolds rather than the ones listed in the table above: World History or World Geography elective, BUS 240, BUS 220, CST 229, MTH 162, and FIN 107.