

Business Administration

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 program 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.

CURRICULUM				
COURSE	TITLE	LEC. HRS.	LAB. HRS.	CRS. CRE.
ENG 111	College Composition I	3	0	3
HIS ____	United States History or History of Western Civilization	3	0	3
MTH 163 ¹	Precalculus 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
___ ___ ²	Personal Wellness Elective	0-1	0-2	1
TOTAL		16-17	0-2	17
ENG 112	College Composition II	3	0	3
HIS ___	United States History or History of Western Civilization	3	0	3
MTH 270 ¹	Applied Calculus	3	0	3
___ ___ ³	Approved Elective	3	0	3
IT_ ___ ⁴	Information Technology Elective	3	0	3
TOTAL		15	0	15
ACC 211	Principles of Accounting I	3	0	3
ECO 201 ⁵	Principles of Economics I - Macroeconomics	3	0	3
ENG ___	English or American Literature	3	0	3
___ ___ ²	Approved Laboratory Science	3	3	4
___ ___ ³	Approved Elective	3	0	3
___ ___ ²	Personal Wellness Elective	0-1	0-2	1
TOTAL		15-16	3-5	17
ACC 212	Principles of Accounting II	3	0	3
ECO 202 ⁵	Principles of Economics II – Microeconomics	3	0	3
ENG ___	English or American Literature	3	0	3
___ ___ ²	Approved Laboratory Science	3	3	4
TOTAL		12	3	13
Total Minimum Credits for AS Degree in Business Administration				62

¹Students transferring to Virginia Commonwealth University are required to complete a semester of pre-calculus and a semester of calculus. If transferring to another university, student should see the program head for substitution of an appropriate math course.

²A list of approved general education electives (humanities/fine arts, social/behavioral sciences, mathematics, science, and 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.

³Students planning to transfer to Virginia Commonwealth University must take CST 100 (an approved elective). A list of approved general education electives (humanities/fine arts, social/behavioral sciences, mathematics, science, and wellness) is provided in the General Education section of the

catalog under Curriculum Planning and Design.

⁴Approved Information Technology electives include ITE 140 and ITE 150.

⁵In addition to the economics requirements, students are advised to complete a full year of social science or humanities (see footnote 2 above) if required by the four-year college or university to which they plan to transfer. University of Richmond requires MTH 240. If majoring in accounting at VCU, students should take PLS 211-212. If majoring in Information Systems at VCU, students should take an additional math class at JSRCC: MTH 286, Discrete Mathematics, or MTH 287, Mathematical Structures. Students should take either after MTH 270.