

Business Administration

Degree Type

Associate in Applied Science

Type

Career

Division of Liberal Arts & Professional Studies

Associate Dean: Deborah Beall

The (AAS) career program in Business Administration offers an excellent opportunity for students looking for employment following graduation with an Associate's degree. This program enables students to develop the proficiencies necessary for entry-level employment in fields such as marketing, sales, management, customer service, office management, administrative support, and hospitality. The career program offers a range of program requirements and electives for entrepreneurs who want to develop the skills to start and manage a small business. While most of the coursework is centered on general business subjects, the diversity of liberal arts courses allows students a deeper understanding of business associates, customers, and others.

Graduates will be able to:

- Demonstrate the foundation of business knowledge required to successfully complete the transition to a position in business;
- Understand a broad based liberal arts education suitable to multiple applications and occupations;
- Provide educational enhancement opportunities for employers looking to increase the expertise of their employees.

Program Requirements

Item #	Title	Credits
ENGL 1010	College Composition I	3.0
ENGL 1020	College Composition II	3.0
	MATH 1110 or Higher	3
	Social Sciences Elective	3
	ECON 1000, ECON 2001, or ECON 2002	3
	Humanities Elective	3
	Laboratory Science Elective	3
	Diversity, Equity, Inclusion, Social Justice (DEI/SJ) Course	3
	Business Program Electives	12
	Management Elective	3
	ACCT 1000 or ACCT 1030	4
BUSN 1055	Professionalism	3.0
BUSN 1033	Applied Business Mathematics	3.0
BUSN 1030	Business Communications	3.0
BUSN 1040	Principles of Business	3.0
BUSN 1100	Business Applications and Solutions	3.0
BUSN 1231	Business Law I	3.0
BUSN 1232	Business Law II	3.0
	Total Credits	64

Course Sequencing

First Semester

Intended as a guide for academic planning. It need not be followed exactly or completed in four semesters.

Item #	Title	Credits
ENGL 1010	College Composition I	3.0
BUSN 1040	Principles of Business	3.0
BUSN 1100	Business Applications and Solutions	3.0
	MATH 1110 or Higher	3
	Business Program Electives	3

Second Semester

Item #	Title	Credits
ENGL 1020	College Composition II	3.0
	ACCT 1000 or ACCT 1030	4
BUSN 1030	Business Communications	3.0
BUSN 1231	Business Law I	3.0
BUSN 1055	Professionalism	3.0

Third Semester

Item #	Title	Credits
	Economics Elective	3
	Humanities Elective	3
BUSN 1232	Business Law II	3.0
BUSN 1033	Applied Business Mathematics	3.0
	Business Program Electives	3

Fourth Semester

Item #	Title	Credits
	Laboratory Science Elective	3
	Social Sciences Elective	3
	Business Program Electives	6
	Management Elective	3
	Diversity, Equity, Inclusion, Social Justice (DEI/SJ) Course	3

Footnotes

*Based on placement, students might be required to take developmental and/or prerequisite classes before taking the required English and Math courses.

*Diversity, Equity, Inclusion, Social Justice (DEI/SJ) Course: See General Education Requirements for courses that meet this requirement.

*Social Sciences Elective: PSYC 1101, or any other social science course designated as meeting the SUNY Critical Thinking competency requirement, is recommended.

*Humanities Elective: SPCH1080, or any other humanities course designated as meeting the SUNY Oral Communication competency, is recommended.