

BUSINESS ADMINISTRATION

Contact(s): Lorie Narolewski (<https://www.stanly.edu/directory?id=1439>)

The Business Administration curriculum is designed to introduce students to the various aspects of the free enterprise system. Students will be provided with a fundamental knowledge of business functions and processes and an understanding of business organizations in today's global economy.

Coursework includes business concepts such as accounting, business law, economics, management, and marketing. Skills related to the application of these concepts are developed through the study of computer applications, communication, team building, and decision making.

Through these skills, students will have a sound business education base for lifelong learning.

Graduates are prepared for employment opportunities in government agencies, financial institutions, and large to small business or industry.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate and apply managerial techniques.
- Evaluate and apply effective marketing techniques.
- Analyze transactions, apply the rules of debit and credit properly, and prepare managerial accounting reports.
- Effectively communicate in writing to business customers and co-workers.

- Business Administration - Associate in Applied Science (p. 1)
- Business Administration - Diploma Option (p. 1)
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Business Administration – Associate in Applied Science – A25120

Program is available online.

Course	Title	Credit Hours
First Year		
Fall		
ACA 111	College Student Success	1
ACC 120	Principles of Financial Accounting	4
BUS 110	Introduction to Business	3
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
Credit Hours		14
Spring		
ACC 121	Principles of Managerial Accounting	4

BUS 137	Principles of Management	3
ECO 251	Principles of Microeconomics	3
ENG 112 or ENG 114	Writing and Research in the Disciplines or Professional Research & Reporting	3
MAT 143 or MAT 171	Quantitative Literacy or Precalculus Algebra	3
Credit Hours		16
Summer		
ECO 252	Principles of Macroeconomics	3
Humanities Elective*		3
Credit Hours		6
Second Year		
Fall		
ACC 149	Introduction to Accounting Spreadsheets	2
BUS 115	Business Law I	3
BUS 239	Business Applications Seminar	2
BUS 240	Business Ethics	3
MKT 120	Principles of Marketing	3
PMT 110	Introduction to Project Management	3
Credit Hours		16
Spring		
ACC 150	Accounting Software Applications	2
BUS 153	Human Resource Management	3
BUS 151	People Skills	3
BUS 260	Business Communication	3
ETR 210	Introduction to Entrepreneurship	3
Credit Hours		14
Total Credit Hours		66

*Please see the Suggested Humanities and Social/Behavioral Science Elective List for AAS Majors webpage (<http://catalog.stanly.edu/curriculum-programs-study/suggested-humanities-social-science-electives-list-for-aas-majors>).

Business Administration Diploma Option – D25120

Gainful Employment Disclosure (<https://www.stanly.edu/ajax/gedt/ED25120.html>)

Program is available online.

Course	Title	Credit Hours
First Year		
Fall		
ACA 111	College Student Success	1
ACC 120	Principles of Financial Accounting	4
BUS 240	Business Ethics	3
BUS 110	Introduction to Business	3
ENG 111	Writing and Inquiry	3
MKT 120	Principles of Marketing	3
Credit Hours		17
Spring		
BUS 115	Business Law I	3

BUS 137	Principles of Management	3
BUS 153	Human Resource Management	3
BUS 260	Business Communication	3
ECO 251	Principles of Microeconomics	3
Credit Hours		15
Summer		
CIS 110	Introduction to Computers	3
ECO 252	Principles of Macroeconomics	3
Credit Hours		6
Total Credit Hours		38

Business Administration Certificate Option – C25120

Gainful Employment Disclosure (<https://www.stanly.edu/ajax/gedt/EC25120.html>)

Program is available online.

Course	Title	Credit Hours
First Year		
Fall		
ACA 111	College Student Success	1
ACC 120	Principles of Financial Accounting	4
BUS 110	Introduction to Business	3
Credit Hours		8
Spring		
BUS 115	Business Law I	3
BUS 137	Principles of Management	3
CIS 110	Introduction to Computers	3
Credit Hours		9
Total Credit Hours		17

Business Administration Small Business Entrepreneurship – C25120E

Gainful Employment Disclosure (<https://www.stanly.edu/ajax/gedt/EC25120E.html>)

Program is available online.

Course	Title	Credit Hours
First Year		
Fall		
ACA 111	College Student Success	1
ACC 120	Principles of Financial Accounting	4
ETR 210	Introduction to Entrepreneurship	3
Credit Hours		8
Spring		
BUS 110	Introduction to Business	3
BUS 115	Business Law I	3
BUS 137	Principles of Management	3

ETR 230	Entrepreneur Marketing	3
Credit Hours		12
Total Credit Hours		20

Business Administration Marketing Certificate Option – C25120M

Gainful Employment Disclosure (<https://www.stanly.edu/ajax/gedt/C25120M.html>)

Program is available online.

Course	Title	Credit Hours
First Year		
Fall		
ACA 111	College Student Success	1
BUS 110	Introduction to Business	3
BUS 137	Principles of Management	3
Credit Hours		7
Spring		
CIS 110	Introduction to Computers	3
ETR 210	Introduction to Entrepreneurship	3
MKT 120	Principles of Marketing	3
Credit Hours		9
Total Credit Hours		16

AA - Business and Accounting Pathway - A10100BA

Course	Title	Credit Hours
First Year		
Fall		
ACA 122	College Transfer Success	1
ACC 120	Principles of Financial Accounting	4
BUS 110	Introduction to Business	3
ENG 111	Writing and Inquiry	3
ART 111	Art Appreciation	3
or ART 115	or Art History Survey II	
or MUS 110	or Music Appreciation	
or MUS 112	or Introduction to Jazz	
Credit Hours		14
Spring		
ACC 121	Principles of Managerial Accounting	4
ECO 251	Principles of Microeconomics	3
ENG 112	Writing and Research in the Disciplines	3
MAT 152	Statistical Methods I	4
Credit Hours		14
Summer		
ECO 252	Principles of Macroeconomics	3
Credit Hours		3
Second Year		
Fall		
BIO 110	Principles of Biology	4

MAT 171	Precalculus Algebra	4
ENG 231	American Literature I	3
or ENG 232	or American Literature II	
or ENG 241	or British Literature I	
or ENG 242	or British Literature II	
HIS 111	World Civilizations I	3
or HIS 112	or World Civilizations II	
or HIS 131	or American History I	
or HIS 132	or American History II	
Credit Hours		14
Spring		
COM 231	Public Speaking	3
CIS 110	Introduction to Computers	3
MAT 263	Brief Calculus	4
PSY 150	General Psychology	3
POL 220	International Relations	3
or HIS 111	or World Civilizations I	
Credit Hours		16
Total Credit Hours		61

**Please see the Suggested Humanities and Social/Behavioral Science Elective List for AAS Majors webpage (<http://catalog.stanly.edu/curriculum-programs-study/suggested-humanities-social-science-electives-list-for-aas-majors>).*

Business Administration - CCP

Tuition-waived program for Career & College Promise (<https://www.stanly.edu/future-students/career-college-promise>) (high school juniors and seniors)

Code	Title	Credit Hours
ACC 120	Principles of Financial Accounting	4
BUS 110	Introduction to Business	3
BUS 115	Business Law I	3
BUS 137	Principles of Management	3
ECO 251	Principles of Microeconomics	3
Total Credit Hours		16