



# Business Administration

Program **BUS.ADM.AS**  
CIP 520201

## Associate in Science Degree

The Business Administration program is designed for the student who plans to earn a business-related baccalaureate degree at a four-year college or university. Eighty percent of graduates successfully transfer to four-year colleges. Direct transfer options accommodate transfer to many in-state and out-of-state institutions.

Graduates of the program demonstrate competencies in introductory courses in accounting, business law, economics, and statistics as well as other business-related courses consistent with acceptance into junior status at a four-year college.

Graduates have transferred to colleges and universities nationwide, including Rutgers University, Rider University, The College of New Jersey, Drexel University, Temple University, and New York University. The Rutgers Business School has an additional articulation agreement for MCCC Honors students.

### PROGRAM OUTCOMES

- Formulate an analytical and quantitative approach to problem solving;
- Demonstrate an understanding of the role of U.S. business in a globalized society;
- Acquire effective business communication skills, including computer literacy;
- Develop the foundation necessary to continue studies in fields such as economics, finance, accounting, management, marketing, and human resources;
- Use the economic way of thinking in everyday life.

Students may study full-time or part-time. Business Administration students who cannot attend on weekdays can complete their degree requirements with evening, weekend, and MercerOnline classes offered with Mercer's Flexible Learning option (see page 11).

Many core courses required for the Business Administration degree are offered on weekends, most in an accelerated eight-week format. Students can accelerate their degree completion by taking two eight-week courses instead of one 15-week course during a semester. Students attending weekend classes on an accelerated basis along with night and distance learning courses could potentially finish their Business Administration degree within the same time frame as a full-time traditional student.

Admission to the Business Administration program requires a high school diploma or its equivalent. A strong background in mathematics is very helpful.

Students interested in pursuing a Supply Chain Management or Finance major at Rider University upon graduation from MCCC should consider the Rider/MCCC Dual Admissions program and consult their academic advisor or transfer counselor upon beginning the Business Administration program for requirements unique to Rider.

Business Administration students who would like to pursue future studies in international business should consider the Business Administration concentration in **Global Business** (BUS.ADM.GLB.AS). This option enables students to tailor their general education electives toward international topics.

Since completion of this curriculum demonstrates commitment to an international business specialization, students pursuing this concentration have an advantage when applying to a four-year international business program. A.S. degree coursework emphasizing the issues of a globalized world provides students with the necessary foundation to pursue further studies in international business at a four-year institution.

### Curriculum

Code	Course (lecture/lab hours)	Credits
<b>FIRST SEMESTER</b>		
CSW 100	College Success and Personal Wellness (2/0)†	2
ENG 101	English Composition I (3/0)	3
BUS 107	Business Law I (3/0)	3
IST 101	Computer Concepts with Applications (2/2) OR <sup>1</sup>	3
IST 102	Computer Concepts with Programming (2/2)	3
— —	Humanities general education elective	3
<b>SECOND SEMESTER</b>		
MAT 146	Pre-Calculus (4/0) <sup>2</sup>	4
ACC 111	Principles of Financial Accounting (4/0)	4
CMN 111	Speech: Human Communication (3/0) OR	3
CMN 112	Public Speaking (3/0)	3
ENG 102	English Composition II (3/0)	3
— —	Lab Science elective <sup>3</sup>	3
<b>THIRD SEMESTER</b>		
ACC 112	Principles of Managerial Accounting (4/0)	4
BUS 205	Business Statistics I (3/0)	3
BUS 210	Principles of Management	3
ECO 111	Macroeconomics (3/0)	3
MAT 151	Calculus I for the Mathematical and Physical Sciences (4/0) <sup>4</sup>	4
<b>FOURTH SEMESTER</b>		
BUS 206	Business Statistics II (3/0)	3
BUS 230	Global Environment of Business (3/0)	3
ECO 112	Microeconomics (3/0)	3
— —	General Education elective <sup>5</sup>	3
— —	General Education elective <sup>5,6</sup>	3
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<sup>1</sup> Select in consultation with an academic advisor and your intended transfer institution, which may require IST 102.

<sup>2</sup> Students who are not college-ready in mathematics should meet with an advisor to develop an academic plan no later than the first semester. Math classes in preparation for MAT 146 should be taken as soon as possible. Preparatory courses, including MAT 135, cannot be applied as general education electives.

<sup>3</sup> BIO 114 not acceptable. Select in consultation with an academic advisor and your intended transfer institution.

<sup>4</sup> Consult your intended transfer institution to determine if MAT 149 is an acceptable substitute.

<sup>5</sup> Select courses – other than any MAT (mathematics) course or ECO 103 – from at least two of the following general education categories: Social Science, Humanities, Historical Perspective, Diversity and Global Perspective.

<sup>6</sup> BUS 218, 244, or MKT 101 may be taken in place of this general education elective.

NOTE: Rutgers Business School - New Brunswick requires IST 102 and MAT 151.

† Some exemptions apply. Consult academic advisor for details.

Enrollment in a CSW 100 class designated for business students is preferred.



## Concentration Curriculum

### Global Business

Code	Course (lecture/lab hours)	Credits
<b>FIRST SEMESTER</b>		
CMN 111	Speech: Human Communication (3/0) OR	3
CMN 112	Public Speaking (3/0)	
CSW 100	College Success and Personal Wellness (2/0)†	2
ENG 101	English Composition I (3/0)	3
— —	World Language elective <sup>1</sup>	3
— —	General Education elective <sup>2</sup>	3
<b>SECOND SEMESTER</b>		
BUS 230	Global Environment of Business (3/0)	3
ENG 102	English Composition II (3/0)	3
MAT 146	Pre-Calculus (4/0)	4
— —	Lab Science elective	3
— —	World Language elective <sup>1</sup>	3
<b>THIRD SEMESTER</b>		
ACC 111	Principles of Financial Accounting (4/0)	4
BUS 205	Business Statistics I (3/0)	3
ECO 111	Macroeconomics (3/0)	3
IST 101	Computer Concepts with Applications (2/2) OR	3
IST 102	Computer Concepts with Programming (2/2)	
MAT 151	Calculus I for the Mathematical and Physical Sciences (4/0) OR	4
MAT 149	Calculus (4/0)	
<b>FOURTH SEMESTER</b>		
ACC 112	Principles of Managerial Accounting (4/0)	4
BUS 206	Business Statistics II (3/0)	3
ECO 112	Microeconomics (3/0)	3
— —	General Education elective <sup>2</sup>	3
— —	General Education elective <sup>3</sup>	3
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NOTE: Electives should be selected in consultation with an academic advisor in order to assure maximum transfer of credits.

<sup>1</sup> It is highly recommended that both electives be in the same language.

<sup>2</sup> Select from the following:

Historical Perspective		Humanities	
HIS 101	Western Civilization to 1648	ENG 203	World Literature I
HIS 102	Western Civilization Since 1648	ENG 204	World Literature II
HIS 112	World History to 1500	ENG 214	Literature of the East
HIS 113	World History Since 1500	REL 102	Living World Religions
HIS 218	History of Latin America		

<sup>3</sup> Select from the following:

Diversity and Global Perspective	
GEO 102	Cultural Geography
HOS 115	Food and Culture
POL 201	International Relations
REL 102	Living World Religions

† Some exemptions apply. Consult academic advisor for details.

NOTE: All program listings are subject to periodic updates. Please consult your program advisor, academic division, or [www.mccc.edu/programs\\_degree](http://www.mccc.edu/programs_degree)

Students intending to pursue their bachelor's degree in sports management should consider Business Administration with a concentration in **Sports Management** (BUS.ADM.SPRTS.AS), completing a degree program that includes courses in accounting, management, marketing, economics, and computer applications.

### PROGRAM OUTCOMES

- Demonstrate critical thinking and problem-solving skills;
- Demonstrate knowledge of technology and its use in sports management;
- Demonstrate a concern for the societal issues involved in sports management;
- Demonstrate knowledge of management, legal issues, and sports marketing.

## Concentration Curriculum

### Sports Management

Code	Course (lecture/lab hours)	Credits
<b>FIRST SEMESTER</b>		
BUS 107	Business Law (3/0) <sup>1</sup>	3
CMN 111	Speech: Human Communication (3/0) OR	3
CMN 112	Public Speaking (3/0)	
CSW 100	College Success and Personal Wellness (2/0)†	2
ENG 101	English Composition I (3/0)	3
IST 101	Computer Concepts with Applications (2/2) OR	3
IST 102	Computer Concepts with Programming (2/2)	
<b>SECOND SEMESTER</b>		
ACC 111	Principles of Financial Accounting (4/0)	4
BUS 210	Principles of Management (3/0)	3
ENG 102	English Composition II (3/0)	3
MAT 146	Pre-Calculus (4/0)	4
PSY 101	Introduction to Psychology (3/0)	3
<b>THIRD SEMESTER</b>		
ACC 112	Principles of Managerial Accounting (4/0)	4
BUS 102	Introduction to Sports Management (3/0)	3
ECO 111	Macroeconomics (3/0)	3
MKT 101	Principles of Marketing (3/0)	3
— —	Lab Science general education elective <sup>2</sup>	3
<b>FOURTH SEMESTER</b>		
BUS 205	Business Statistics I (3/0)	3
ECO 112	Microeconomics (3/0)	3
MKT 106	Sports Marketing (3/0)	3
SOC 101	Introduction to Sociology (3/0)	3
— —	Humanities general education elective	3
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<sup>1</sup> BUS 111 is an acceptable alternative.

<sup>2</sup> Select from the course categories of BIO, CHE, or PHY.

† Some exemptions apply. Consult academic advisor for details.

NOTE: Upon beginning this program, students planning to transfer to the Rutgers University Sports Management program should consult their academic advisor or transfer counselor for requirements unique to Rutgers.