

BUSINESS ADMINISTRATION

ASSOCIATE IN ARTS (AA) DEGREE

BUSINESS ADMINISTRATION CONCENTRATION

For students considering a major in BUSINESS ADMINISTRATION upon transferring to a four-year institution, the Associate of Arts degree with a BUSINESS ADMINISTRATION concentration from ACC offers a strong foundation, providing essential courses that serve as building blocks for advanced study.

A concentration in BUSINESS ADMINISTRATION can lead to diverse career opportunities, including management, marketing, finance, entrepreneurship, human resources, consulting, operations, and international business across various industries.

Program Objectives

Upon graduating from ACC with an Associate of Arts degree with a concentration in BUSINESS ADMINISTRATION, students will:

1. **Demonstrate** an understanding of fundamental business concepts, including management, marketing, finance, and economics.
2. **Apply** critical thinking and analytical skills to solve business problems and make informed decisions.
3. **Communicate** effectively in business environments and understand ethical and global considerations in business practices.

It is strongly recommended that students consult with an ACC Academic Advisor in BUSINESS ADMINISTRATION to ensure they meet specific program requirements, objectives, and transfer goals.

PROGRAM REQUIREMENTS (PR)

BUS 121	INTRODUCTION TO BUSINESS (3/3)
BUS 123	PRINCIPLES OF ACCOUNTING I (4/4)
BUS 124	PRINCIPLES OF ACCOUNTING II (4/4) or
BUS 127	PRINCIPLES OF MANAGEMENT (3/3)
BUS 221	BUSINESS LAW I (3/3)
BUS 241	MARKETING (3/3)
ECN 231	ECONOMICS (MICRO) (3/3)
ECN 232	ECONOMICS (MACRO) (3/3)

GENERAL EDUCATION

DEGREE DISTRIBUTION REQUIREMENTS

GROUP 1 (G1) – ENGLISH COMPOSITION

Six (6) semester credits are required, including ENG 111 or 121 and 112, 122 or 123

GROUP 2 (G2) – SCIENCES/MATHEMATICS

Eight (8) semester credits are required, including at least one laboratory science course. Courses will be taken in more than one academic discipline (course abbreviation/prefix). Note: Two (2) courses in Natural Sciences, including one with laboratory experience (from two disciplines), in addition to MTH 118 or MTH 121 or higher, are required to achieve the Michigan Transfer Agreement (MTA).

GROUP 3 (G3) – SOCIAL SCIENCES

Eight (8) semester credits are required, including the Political Science or U.S. History courses used to satisfy the American

Government requirement. Courses will be taken in more than one academic discipline (course abbreviation/prefix).

GROUP 4 (G4) – HUMANITIES/FINE ARTS

Eight (8) semester credits are required, and they must include either: a.) A combination of courses taken in more than one academic discipline (course abbreviation/prefix) or b.) HUM 241 and 242 — Humanities I and II. Note: Two (2) courses in Humanities and Fine Arts (from two disciplines and excluding studio and performance classes) are required for the Michigan Transfer Agreement (MTA).

ELECTIVE CREDITS (EC)

The remainder of credits for an AA degree with this concentration should be oriented toward additional courses in BUSINESS ADMINISTRATION, such as **BUS 115/116/117, BUS 122, 128, 222, 229, 233, 235, 241, 248, 255, 262, and CIS 120, 250** when available and in consultation with an ACC Academic Advisor in BUSINESS ADMINISTRATION. It is strongly recommended that foreign language preparation begin as soon as possible, if pursued.

RECOMMENDED COURSES - SEQUENCE

GROUP 1-4 REQUIREMENTS + ELECTIVE CREDITS

Meets ACC degree distribution and MTA requirements
60 CREDITS - 62 CONTACT HOURS

YEAR 1 FALL	17 CREDITS
G1	ENG 111 ENGLISH COMPOSITION I (3/3)
G2	MTH 121 COLLEGE ALGEBRA (4/4) or MTH 123 COLLEGE ALGEBRA & ANALYTIC TRIG (4/4) or MTH 131 ANALYTIC GEOMETRY & CALCULUS I (5/5) or higher
PR	BUS 121 INTRODUCTION TO BUSINESS (3/3)
PR	BUS 123 PRINCIPLES OF ACCOUNTING I (4/4)
EC	CIS 120 INTRO TO MICROCOMPUTERS (3/4)

YEAR 1 SPRING	13 CREDITS
G1	ENG 112 ENGLISH COMPOSITION II (3/3)
G3 PR	ECN 232 ECONOMICS (MACRO) (3/3)
PR	BUS 124 PRINCIPLES OF ACCOUNTING II (4/4)
PR	BUS 127 PRINCIPLES OF MANAGEMENT (3/3) or BUS 235 HUMAN RESOURCES MANAGEMENT (3/3)

YEAR 2 FALL	15 CREDITS
G2	SCI LAB SCIENCE/NATURAL SCIENCE (3/4)
G3	PLS 221 AMERICAN GOVERNMENT & POLITICS (3/3)
G3 PR	ECN 231 ECONOMICS (MICRO) (3/3)
G4	HUM/FA HUMANITIES/FINE ARTS (3/3)
PR	BUS 221 BUSINESS LAW (3/3)

YEAR 2 SPRING	15 CREDITS
G2	SCI LAB SCIENCE/NATURAL SCIENCE (3/3)
G3	PSY 101 GENERAL PSYCHOLOGY (3/3)
G4	SPE 121 SPEECH COMMUNICATION or SPE 123 PUBLIC COMMUNICATION (3/3)
G4	HUM/FA HUMANITIES/FINE ARTS (3/3)
PR	BUS 241 PRINCIPLES OF MARKETING (3/3)