

Business Administration – Associate in Science (A.S.) Degree (Accounting and Marketing — Transfer Program)

The Associate in Science degree program in Business Administration provides a strong background in liberal arts and sciences and a broad overview of the business field. It is designed for students intending to transfer to a four-year college to earn a Bachelor's degree in Business.

The program requires a minimum of 30 credits in liberal arts and sciences and a minimum of 23 credits in professional

courses. The credits earned in liberal arts and sciences and business in this program are generally transferable to four-year institutions. Students are advised to meet with a faculty adviser from the Department of Business to discuss their programs, applicable electives, and the transferability of course credits to four-year colleges. Specific requirements for transferring credits vary with each institution.

REQUIREMENTS FOR THE A.S. DEGREE

GENERAL EDUCATION CORE REQUIREMENTS		Credits
EN-101, 102	English Composition I, II.....	6
	Foreign Language <i>and/or</i>	
	Liberal Arts and Sciences *	4-8
MA-128*** <i>or</i>	Calculus for Technical and Business Students†† <i>or</i>	
MA-260 <i>or</i>	Pre-calculus and Elements of Calculus For Business Students†† <i>or</i>	
MA-440	Pre-calculus Mathematics††	4
	Laboratory Science.....	4-4 1/2
HE-101 <i>or</i> 102	Health Education.....	1-2
HI-110, 111, <i>or</i> 112	History	3
SS-211, 212	Macroeconomics and Microeconomics	6
SP-211	Speech Communication.....	3
<i>Sub-total</i>		<i>31-36 1/2</i>

REQUIREMENTS FOR THE MAJOR

BU-101	Principles of Accounting I.....	4
BU-102	Principles of Accounting II.....	4
BU-201	Business Organization and Management.....	3
BU-203	Principles of Statistics	3
BU-301	Business Law I	3
BU-512	Introduction to Information Systems and Technologies	3
<i>One course selected from the following:</i>		
BU-401§	Elements of Marketing.....	3
BU-701§	Principles of Finance	3
<i>Sub-total</i>		<i>23</i>

ELECTIVES

_____	Free electives **††	1-6
-------	---------------------------	-----

Total Credits Required60

Note on Foreign Languages and Literatures Requirements:

a) A Student who presents 3 or more high school units in one foreign language will be excused from taking any foreign language.

b) A student who presents 2 high school units of the same foreign language will be required to take 3-4 credits of the same foreign language (level and sequence of courses are determined by students' previous knowledge and/or performance on departmental placement exam) or 6-8 credits are another foreign language.

c) A Student who presents less than 2 high school units of the same foreign language will be required to take 6-8 credits of either the same foreign language (level and sequence of courses are determined by students' previous knowledge and/or performance on departmental placement exam) or another foreign language.

Students are advised to consult the Foreign Languages and Literatures Department.

§ Sections of this course denoted as "WI" may be taken to partially satisfy the Writing Intensive Requirement.

Two (2) Writing Intensive classes are required for the Associate degree. See page 69.

SUGGESTED SEQUENCE OF COURSES

Semester 1		Credits
BU-101	Principles of Accounting I.....	4
BU-201	Business Organization and Management	3
EN-101	English Composition I	3
SP-211	Speech Communication	3
MA-128*** <i>or</i>	Calculus for Technical and Business Students†† <i>or</i>	
MA-260 <i>or</i>	Pre-calculus and Elements of Calculus For Business Students†† <i>or</i>	
MA-440	Pre-calculus Mathematics††	4
<i>Sub-total</i>		<i>17</i>
Semester 2		
BU-102	Principles of Accounting II.....	4
BU-301	Business Law I	3
EN-102	English Composition II	3
SS-211	Introduction to Macroeconomics	3
<i>Sub-total</i>		<i>13</i>
Semester 3		
BU-203	Principles of Statistics.....	3
SS-212	Introduction to Microeconomics	3
_____	Foreign Language <i>and/or</i>	
_____	Liberal Arts & Science*	4
Science	Laboratory Science.....	4-4 1/2
HE-101 <i>or</i>	Health Education	1-2
<i>or</i> 102		
<i>Sub-total</i>		<i>15-16 1/2</i>
Semester 4		
BU-401 <i>or</i>	Principles of Marketing <i>or</i>	
BU-701	Principles of Finance.....	3
_____	Foreign Language <i>and/or</i>	
_____	Liberal Arts & Sciences*.....	0-4
HI-110, 111, <i>or</i> 112	History.....	3
BU-512	Introduction to Information Systems and Technologies	3
_____	Free Electives**††	1-6
<i>Sub-total</i>		<i>14-15</i>

Total Credits Required60

†† Students planning to transfer to a BBA program should also take a calculus course such as MA 261 or MA-441 prior to transfer. Students should check with the institution to which they plan to transfer regarding the course that will satisfy this requirement. This course may be taken as part of the Liberal Arts and Sciences electives or as part of the free electives.

** Students planning to transfer to Baruch are advised to consult the Business Department about additional requirements for transfer to junior status.

*** Students planning to transfer to Queens College are advised to take MA-128.

This course sequence is designed to meet the requirements of the City University's Pathways to Transfer to Major Business Administration in Baruch College's BBA Program at the Zicklin School of Business. Students wishing to transfer to other institutions should seek advisement in the Business Department.