BUSINESS ADMINISTRATION

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, processes, and an understanding of business organizations in today's global economy. Course work 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.

Career Opportunities: Office Administrator, Human Resources Manager, Advertising and Marketing Roles, Business Developer, Business Consultant, Buyer or Purchasing Agent, Business Analyst, Administrative Assistant

High School Career Cluster

High School Career Cluster One: General Management (GMGT)

- Prerequisite: BB40 Business Management I
- Concentrator: BB42 Business Management II

High School Career Cluster Two: Entrepreneurship (ENTRE)

- Prerequisite: ME 11 Entrepreneurship I
- Concentrator: ME 12 Entrepreneurship II

High School Career Cluster Three: Financial Planning (FNPL)

- Prerequisite: BF21 Financial Planning I
- Concentrator: BF22 Financial Planning II

Nash Community College CCP Pathway

Business Administration Certificate C25120CP

Total Hours: 12

Recommended Sequence of Courses:

Fall Term:

- BUS 110 Introduction to Business (3 Credits)
- BUS 151 People Skills (3 Credits)

Spring Term:

- BUS 137 Principles of Management (3 Credits)
- BUS 240 Business Ethics (3 Credits)

Nash Community College Additional Degrees/Certificates

Budget/Finance Certificate C25120C Total Hours: 14

- ACC 120 Principles of Financial Accounting (4 Credits)
- ACC 121 Principles of Managerial Accounting (4 Credits)
- BS 225 Business Finance (3 Credits)
- ECO 251 Principles of Microeconomics (3 Credits)

 or- ECO 252 Principles of Macroeconomics (3 Credits)

Marketing Certificate C25120B Total Hours: 12

- BUS 110 Introduction to Business (3 Credits)
- BUS 240 Business Ethics (3 Credits)
- MKT 120 Principles of Marketing (3 Credits)
- MKT 123 Fundamentals of Selling (3 Credits)

Business Administration Diploma Total Hours: 37

- COM 110 Introduction to Communication (3 Credits)
 -or- COM 231 Public Speaking (3 Credits)
- ENG 111 Writing and Inquiry (3 Credits)
- ACC 120 Principles of Financial Accounting (4 Credits)
- BUS 110 Introduction to Business (3 Credits)
- BUS 115 Business Law I (3 Credits)
- BUS 137 Principles of Management (3 Credits)
- CIS 110 Introduction to Computers (3 Credits)
- ECO 251 Principles of Microeconomics (3 Credits)

 or- ECO 252 Principles of Macroeconomics (3 Credits)
- MKT 120 Principles of Marketing (3 Credits)
- BUS 151 People Skills (3 Credits)
- BUS 240 Business Ethics (3 Credits)
- INT 110 International Business (3 Credits)
- BUS 151 People Skills (3 Credits)
- BUS 131 People Skills (3 Credits)
- BUS 240 Business Ethics (3 Credits)
- INT 110 International Business (3 Credits)

Nash Community College Associate's Degree

Business Administration A25120

Total Hours: 68-69

- ACA 122 College Transfer Success (1 Credit)
- ENG 111 Writing and Inquiry (3 Credits)
- MAT 143 Quantitative Literacy (3 Credits)
- ACC 120 Principles of Financial Accounting (4 Credits)
- BUS 110 Introduction to Business (3 Credits)
- ACC 121 Principles of Managerial Accounting (4 Credits)
- BUS 151 People Skills (3 Credits)
- CIS 110 Introduction to Computers (3 Credits)
 ENG 114 Professional Research and Reporting (3 Credits)
- MKT 120 Principles of Marketing (3 Credits)
- CTS 130 Spreadsheet I (3 Credits)
- MKT 123 Fundamentals of Selling (3 Credits)
- BUS 115 Business Law I (3 Credits)
- BUS 137 Principles of Management (3 Credite)
- BUS 225 Business Finance (3 Credits)
- ECO 251 Principles of Microeconomics (3 Credits)
- INT 110 International Business (3 Credits)
- BUS 238 Integrated Management (3 Credits)
- BUS 240 Business Ethics (3 Credits)
- COM 110 Introduction to Communication (3 Credits) -or- COM 231 Public Speaking (3 Credits)
- ECO 252 Principles of Macroeconomics (3 Credits)
- Business Elective (2-3 Credits) *Select one of the following: ACC 140, ACC 180, ETR 210, LOG 110. Or SPA 120





