

Business Administration, A.A.S.

Business is more competitive than ever before. People running businesses will be judged by how well they manage change, stay ahead of trends and learn the latest theories. JCCC's business administration career program can train you in the many skills required to manage a variety of businesses.

Focusing on the development of decision-making, organizational and supervisory skills, the program offers professional courses in management, marketing, economics, accounting, finance, communications, business law and data processing. These are combined with a core of general education courses to ensure that students receive a well-rounded curriculum.

Graduates have opportunities in entry-level management and supervisory positions in a variety of businesses. Johnson County's continued growth as the business center for the area means enhanced job opportunities.

(Major Code 2430; State CIP Code 52.0201)

- Business Administration (<http://www.jccc.edu/businessadministration>)

Associate of Applied Science Degree

First Semester

ENGL 121	Composition I*	3
MATH 120	Business Mathematics* (or higher)	3
BUS 121	Introduction to Business	3
BUS 225	Human Relations	3
Select one of the following:		4
CIS 124	Introduction to Computer Concepts and Applications (and a 1-hour CPCA/CDTP elective - not including CPCA 105 or CPCA 106)	
CS 134	Programming Fundamentals	
CPCA/CDTP electives (4)		
Total Hours		16

Second Semester

ACCT 121	Accounting I	3
BUS 141	Principles of Management	3
or BUS 145	Small Business Management	
BUS 150	Business Communications*	3
ECON 230	Economics I	3
HIST 141	U.S. History Since 1877	3
Health and/or Physical Education Elective ^		1
Total Hours		16

^ Health and/or Physical Education Elective (<http://catalog.jccc.edu/fall/degrecertificates/electives/health-and-or-physical-ed-aas>)

Third Semester

ACCT 122	Accounting II*	3
PHIL 138	Business Ethics	1
ECON 231	Economics II	3
MKT 230	Marketing	3
BUS 261	Business Law I	3
HUM 122	Introduction to Humanities	3
Total Hours		16

Fourth Semester

Elective		1
ACCT 222	Managerial Accounting*	3
BUS 123	Personal Finance	3

or BUS 215	Savings and Investments	
BUS 263	Business Law II*	3
BUS 243	Human Resource Management	3
or BUS 235	Introduction to International Business	
BIOL 130	Environmental Science	3
Total Hours		16

Recommended Electives

BUS 120	Management Attitudes and Motivation	3
BUS 140	Principles of Supervision	3

Total Program Hours: 64