

# Business Administration

## *Associate in Arts and Sciences*

With the rapid development of business and industry in Virginia, there is a great demand for qualified personnel in business administration to help provide leadership for economic growth. The Business Administration curriculum is designed for persons who plan to transfer to a four-year college or university to complete a baccalaureate degree program in business.



The modern business world demands that its staff be knowledgeable in fields over and beyond the everyday business technology. Thus the curriculum requires courses in humanities, natural sciences, and social sciences, in addition to the principals of economics and the principals of accounting usually required in the first two years of a baccalaureate business administration curriculum.

Students are urged to acquaint themselves with the requirements of the major department in the college or university to which transfer is contemplated and also to consult with the Counseling Department in planning their program and selecting electives. In order to prepare for upper division (junior class) standing at a four-year college or university, the student must complete a program at the community college which is comparable in length and courses to the first two years of the program at the college or university of choice.

**Central Virginia Community College**

call (434)-832-7800

AA/EEO/ADA • VTDD (434) 832-7701



In addition to the admission requirements established for the College, entry into the Business Administration major requires the satisfactory completion of the following high school units or equivalent as a minimum: four years of English; three years of mathematics (algebra I, algebra II, and geometry); one year of laboratory science; and one year of social studies.

## Business Administration — Degree Requirements

		First Year	
Course No.	Course Title	1st Sem.	2nd Sem.
ENG 111-112	College Composition I-II	3	3
HIS 101-102	History of Western Civilization I-II <sup>1</sup>	3	3
	Science Elective with Laboratory	4	4
	Computer Elective <sup>2</sup>	3	-
MTH 163	Precalculus I	3	-
SDV 100	Orientation	1	-
HLT/PED	Health or Physical Education	-	1
MTH 271	Applied Calculus I	-	3
<b>Total</b>		<b>17</b>	<b>14</b>
		Second Year	
Course No.	Course Title	1st Sem.	2nd Sem.
ACC 211-212	Principles of Accounting I-II	4	4
BUS 221-222	Business Statistics I-II <sup>3</sup>	3	3
ECO 201	Principles of Macroeconomics	3	-
ECO 202	Principles of Microeconomics	-	3
HLT/PED	Health or Physical Education	1	-
	Humanities Elective <sup>4</sup>	3	-
	Elective	-	3
SPD	Speech Elective	-	3
<b>Total</b>		<b>14</b>	<b>16</b>
<b>Minimum credits required to graduate</b>			<b>61</b>

<sup>1</sup> HIS 121-122, or HIS 141-142 may be substituted.

<sup>2</sup> Select from BUS 226 Computer Business Applications or ITE 115 Introduction to Computer Applications and Concepts.

<sup>3</sup> An elective may be taken in lieu of BUS 222.

<sup>4</sup> See course catalog for available courses.