



**Program Description:**

The Business Administration Transfer Associate in Science degree program is designed to prepare students for transfer to bachelor's degree programs in business. This option gives students a valuable foundation in introductory business, accounting and management coursework, as well as a broad general education core curriculum. Academic advisors and transfer counselors work closely with students to plan course selections in accordance with their intended bachelor's degree major and transfer institution.

**Career and Transfer Outlook:**

Most students in this program continue their studies toward a bachelor's degree in business on either a full or part-time basis. The transfer degree provides a solid foundation for students planning to continue on to study accounting, management, marketing, finance or management information systems. Students should check the requirements of the transfer institution and meet with career and academic/transfer counselors at MCC for specific program planning.

For those students who do not plan to transfer immediately to a bachelor's degree program, the Business Administration Transfer associate degree provides students with the necessary business skills to be successful in today's workforce. Students may pursue various careers in business in a wide variety of industries.

**Program Outcomes:**

Graduates of the Business Administration Transfer Option Program are prepared to:

- Demonstrate knowledge of the practice of management, marketing and accounting, and the applications of these topics in the business environment;
- Transfer to a business administration bachelor's degree program;
- Communicate effectively using written, oral and nonverbal techniques, including the use of technology in the gathering and presentation of information;
- Use critical thinking skills to appraise and evaluate business practices, including the use of quantitative and qualitative techniques;
- Recognize the presence of various cultures in the business world and comprehend the need to have a global perspective when analyzing and planning in a business environment;
- Demonstrate their knowledge of the concept of ethics and social responsibility and if/how business integrates this into their ongoing operations;
- Comprehend the rapid change taking place in the business environment and demonstrate an ability to engage in ongoing professional development.

# BUSINESS ADMINISTRATION TRANSFER • Associate in Science

BEDFORD CAMPUS AND LOWELL CAMPUS - DAY AND EVENING

	✓	COURSE #	COURSE TITLE	CREDITS	PREREQUISITES
_____		BUS 110	Introduction to Business	3	ENG 060 or higher placement
_____		BUS 221	Financial Accounting	4	CAP 101; ENG 060 and MAT 070 or higher placement
_____		BUS 320	Managerial Accounting	3	CAP 101 and either BUS 220 or BUS 221
<b>Choose two of the following (6 credits):</b>				<b>6</b>	
_____		BUS 210	Principles of Management		BUS 110 or * and eligible for ENG 101
_____		BUS 222	Introduction to Finance		BUS 120
_____		BUS 240	Principles of Marketing		BUS 110 or *
_____		BUS 321	Intermediate Accounting I		BUS 220 or BUS 320
_____		BUS 322	Intermediate Accounting II		BUS 321
_____		BUS _____	Business Elective <b>or</b>		
_____		_____	General Education Elective**	3	
_____		CAP 101	Microcomputer Applications	3	ENG 060 or higher placement and either taking, having successfully completed or tested out of ENG 071 and MAT 070
_____		ENG 101	English Composition I	3	C- in ENG 071 or eligible for ENG 101 and placement above or successful completion of ENG 060
_____		ENG 102	English Composition II: An Introduction to Literature	3	ENG 101
_____		ECO 140	Principles of Macroeconomics	3	MAT 070 and eligible for ENG 101; ENG 060 or higher placement
_____		ECO 150	Principles of Microeconomics	3	ECO 140
_____		LGL 102	Business Law <b>or</b>		
_____		LGL 130	Legal Environment of Business	3	
_____		MAT 180	Precalculus for Business and Social Sciences I	3	MAT 100 with a grade of C or better or placement by exam
_____		MAT 190	Precalculus II	3	MAT 180 or MAT 185 or MAT 190 with a grade of C or better or permission of instructor
_____		_____	Behavioral Science Elective	3	
_____		_____	Humanities Elective	3	
_____		_____	General Education Elective**	3	
_____		_____	General Education Elective**	3	
_____		_____	Science Elective	3-4	
_____		_____	Elective**	3	
				<b>61-62</b>	

**Helpful Hints:**

Students should begin their math requirements early in their coursework and continue taking math courses until all of the mathematics requirements are fulfilled.

\*Permission of instructor

\*\*If math, must be MAT 100 or above

**Special Requirements:** This program contains many corequisites; see specific course descriptions for further clarification. Additional coursework may be required based on college placement testing. MAT 060, MAT 065, MAT 070, MAT 075, MAT 077 and MAT 080 will not satisfy any requirements in this program. Students are urged to meet with their academic advisor for proper course sequencing.