



Management

Business Administration

ASSOCIATE DEGREE

OVERVIEW

Whether you're looking to break into a business management career or turbo-charge the one you've got, a business management degree will help you. This program provides students with knowledge, techniques and perspectives in the theory and practice of management. It prepares students for careers in management and administration.

RELATED CAREERS

Entry-level/Management-trainee
Supervision of employees and operations
Project management
Team management
Information management
Operations management
Middle management
Top management

For the latest salary and career information please visit: onetonline.org

CAREER READINESS SKILLS

Critical Thinking/Problem-Solving

Form creative decisions by interpreting information, opinions and data.

Oral/Written Communication

Explain thoughts and ideas effectively to people inside and outside the organization.

Teamwork

Work efficiently with diverse groups; the ability to negotiate and manage conflict maturely.

Digital Technology

Demonstrate adaptability to new emerging technology to achieve goals.

Leadership

Leverage the strength of others to achieve common goals, as well as prioritizing and delegating work.

Professionalism

Recognizing the significance of time, tasks, appearance and accountability.

Career Management

Understand how to self-advocate for opportunities, while identifying areas necessary for professional growth.

Global Perspective

Openness, inclusiveness, and sensitivity to people of diverse backgrounds and lifestyles.

CAMPUS CONTACT FOR THIS PROGRAM:
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HCC is an Achieving the Dream Leader College, ranked by the Aspen Institute among nation's top 150 community colleges.



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COMMUNITY COLLEGE



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To learn more about HCC, visit us on the web at www.housatonic.edu. Apply today online or contact the Admissions Office at 202.332.5100 to schedule a visit.

SUGGESTED SEQUENCE OF COURSES

Prerequisite or parallel courses may be required. Please check individual course descriptions for details.

BUSINESS ADMINISTRATION MANAGEMENT ASSOCIATE DEGREE

Freshman Year

ENG* E101 - Composition	3 credits
Elective (MATH) - Mathematics	3-4 credits ¹
BBG* E101 - Introduction to Business	3 credits
ACC* E113 - Principles of Financial Accounting	3 credits
BBG* E215 - Global Business	3 credits
ENG* E102 - Literature & Composition	3 credits
<i>or Elective (WRIX) - Written Communication in English II (3 credits)</i>	
CSA* E105 - Introduction to Software Applications	3 credits
Elective (BUS) - Business	3 credits ²
ACC* E117 - Principles of Managerial Accounting	3 credits
Elective (SOCX) - Social Phenomena I	3 credits

Sophomore Year

Elective (AESX) - Aesthetic Dimensions	3 credits
BFN* E201 - Principles of Finance	3 credits
BBG* E231 - Business Law I	3 credits
BBG* E240 - Business Ethics	3 credits
ECN* E101 - Principles of Macro-Economics	3 credits
<i>or ECN* E102 - Principles of Micro-Economics (3 credits)</i>	
BMG* E220 - Human Resources Management	3 credits
BMG* E210 - Organizational Behavior	3 credits
<i>or BMG* E202 - Principles of Management (3 credits)</i>	
BBG* E210 - Business Communication	3 credits
Elective (SCKX) - Scientific Knowledge & Understanding	3-4 credits ³
Elective (BUS) - Business	3 credits ²

Total Credits: 60 - 62

¹ MAT* E137 or higher.

² Business elective must be selected in consultation with a Business Program advisor. Business electives may be chosen from Accounting, Business, Computer Science, alternate Economics course, or Business Office Technology.

³ Students desiring to transfer to a 4-year school should take a 4-credit laboratory science.

NOTE: A minimum of 15 credits must be taken in 200-level courses.