

BUSINESS ADMINISTRATION A.A. (TRANSFER)

Program website (<https://www.frederick.edu/programs/business/business-administration.aspx>)

Program Description

For students seeking to complete the first two years of a four-year program. Completed coursework can then be transferred to a four-year institution where a bachelor's degree may be earned with the completion of additional coursework.

Program Learning Outcomes

- Demonstrate competence discovering, applying, and thinking critically about basic business, accounting, and computing concepts and trends.
- Apply appropriate practices and principles to solve business problems.
- Generate effective artifacts of business communication using multiple methods (oral, written, graphic, and electronic).
- Demonstrate the ability to work effectively and cooperatively as part of a team/work group.
- Analyze business principles and practices.

Program Requirements

- Students must complete their credit **English and Mathematics** within the first 24 credits.
- One course must meet the cultural competence graduation requirement (<https://frederick-public.courseleaf.com/general-education-core/#cultural>).
- **CORE: The General Education CORE** is that foundation of the higher education curriculum providing a coherent intellectual experience for all students. Students should check with an advisor or the transfer institution (ARTSYS) before selecting General Education CORE requirements. <http://artsys.usmd.edu/>
- In some General Education categories (Mathematics, Biological & Physical Sciences), a 4-credit course selected from the GenEd course list will satisfy the requirement in place of a 3-credit course. Students should check with an advisor before selecting these courses.
- For the Physical Education, Health, or Nutrition requirement, a 3-credit PHED, HLTH, or NUTR course may satisfy the requirement in place of a 1-credit course. Students should check with an advisor before selecting this course.
- Students must earn a grade of "C" or better in ENGL 101 English Composition.

Code	Title	Credits
English		
ENGL 101	English Composition	3
Mathematics		
Mathematics Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#mathematics) - Recommended course(s) below: ¹		3
MATH 145	College Algebra	
MATH 175	Applied Calculus	
Social & Behavioral Sciences		
ECON 200	Principles of Macroeconomics	3

Social & Behavioral Sciences Elective (Gen Ed course list) (<https://frederick-public.courseleaf.com/general-education-core/#social-behavioral>) - select one course from a discipline other than Economics ² 3

Arts & Humanities		
Arts Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#arts)		3
Humanities Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#humanities)		3
Communication Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#communication)		3

Biological & Physical Sciences		
Biological & Physical Sciences Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#biological-physical)		3
Biological & Physical Sciences Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#biological-physical) (Lab course)		4

Interdisciplinary & Emerging Issues		
CMIS 101	Information Systems and Technology	3

Physical Education, Health, or Nutrition Requirement		
Select one PHED, HLTH, or NUTR course		1

Departmental Requirements		
ACCT 101	Principles of Accounting I	3
ACCT 102	Principles of Accounting II	3
BMGT 103	Introduction to Business	3
BMGT 120	Business Communications	3
BMGT 295	Principles and Practices of Management	3
ECON 202	Principles of Microeconomics	3
MATH 120/120A	Statistics	3
or MATH 125	Business Statistics	

Electives		
Select 7 credits		7
Total Credits		60

1

Students should check with an advisor or the transfer institution before selecting their Mathematics course.

2

Students should check with an advisor or the transfer institution before selecting electives.

Students are able to meet all course requirements for this degree from the college's selection of online courses.

Transfer Note

For more information on careers and transfer, contact the Career and Academic Planning Services office at 301.846.2471 or visit Transfer Services (<https://www.frederick.edu/student-resources/counseling-advising/transfer-services.aspx>).

Guided Pathway to Success (GPS)

Suggested schedules map your path to degree completion.

Students should meet with an advisor each semester to carefully select and sequence courses based on their specific academic goals and interests. Visit Jefferson Hall or call 301.846.2471 for advising.

Recommended First Semester			Credits
ENGL 101	English Composition ¹		3
Mathematics Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#mathematics) - Recommended course(s) below: ¹			3-4
MATH 145	College Algebra		
MATH 175	Applied Calculus		
CMIS 101	Information Systems and Technology		3

BMGT 103	Introduction to Business	3
ACCT 101	Principles of Accounting I	3
Credits		15-16
Recommended Second Semester		
ACCT 102	Principles of Accounting II	3
MATH 120/120A or MATH 125	Statistics or Business Statistics	3
Biological & Physical Sciences Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#biological-physical) (Lab course)		4
BMGT 120	Business Communications	3
Communication Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#communication)		3
Credits		16
Recommended Third Semester		
ECON 200	Principles of Macroeconomics	3
Humanities Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#humanities)		3
Biological & Physical Sciences Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#biological-physical)		3-4
Choose an elective in consultation with an advisor		3
Physical Education, Health, or Nutrition Requirement		1,3
Credits		13-16
Recommended Fourth Semester		
Arts Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#arts)		3
ECON 202	Principles of Microeconomics	3
Social & Behavioral Sciences Elective (Gen Ed course list) (https://frederick-public.courseleaf.com/general-education-core/#social-behavioral) ²		3
BMGT 295	Principles and Practices of Management	3
Choose an elective in consultation with an advisor		4
Credits		16
Total Credits		60-64

1

Take this course within the first 24 credits.

2

Select a Social & Behavioral Sciences Gen Ed course other than ECON.

Part-time Students

Part-time students should complete courses in the order listed on the pathway. Please contact program manager for questions about part-time status.

Students who take fewer than 15 credits each semester or who require developmental English or Math coursework will need additional semesters to complete their degrees. Summer term and January session classes may help students to make faster progress.

Pathway Legend

Milestone - courses with the Milestone notation should be taken within the recommend credit range to stay on track for program completion.

Fall, Spring, Summer - courses with a Fall, Spring, or Summer notation indicate the course is offered in the specified semester only.