

BUSINESS

BUSINESS ADMINISTRATION

Delivery: Daytime, Evening and Online Classes

Start: Fall, Spring or Summer Session, Full- or Part-Time

OUTCOME

Business Administration A.S. Degree60 cr.

MAJOR DESCRIPTION

This program provides essential knowledge, skills and abilities that can be applied to the ever changing and highly competitive world of business. In this multidisciplinary degree, students understand business from management, financial and marketing perspectives.

The Business Administration A.S. offers students the opportunity to complete an Associate of Science degree and then transfer to designated bachelor's degree programs at a number of universities. Work with an advisor for transfer planning.

WORK ENVIRONMENT

Business professionals generally work in clean, comfortable, well-lit office spaces. Travel or relocation can be part of the job. However, improved technology continues to increase telecommuting from home offices, which along with teleconferencing, has reduced travel requirements.

POTENTIAL JOB TITLES

Business position titles will vary dramatically depending on the area of technical emphasis and the completion of a four-year degree.

- Small Business Management
- Office Manager
- Non-profit Director
- Front Line Supervisor
- Project Manager

SALARY DATA

Office Manager

- Average Wage: \$39.76/hour
- Top Earners: \$48.61/hour

Operations Manager

- Average Wage: \$47.35/hour
- Top Earners: \$69.67/hour

BUSINESS ADMINISTRATION

A.S. DEGREE

Required Curriculum 30 cr

ACCT1010	Principles of Financial Accounting I	4
ACCT2110	Managerial Accounting I	4
MKTC1000	Principles of Marketing	3
BUSN1110	Business Law & Ethics	3
BUSN1210	Project Management	3
BUSN1000	Principles of Management	3
BUSN1320	Managing Diversity	3
ADMS1018	Basic Computer Applications	3
BUSN2010	Graduation Project (or BUSN2970 Internship)	1
	Technical Electives (from BUSN)	3

General Education 30 cr

ENGL1150	Composition I (Goal 1)	3
SPEE1020	Interpersonal Communication (Goal 7)	3
SPEE1015	Fundamentals of Public Speaking (Goal 1)	3
MATS1300	College Algebra (Goal 4)	4
MATS1251	Statistics (Goal 4)	4
ECON1100	Microeconomics (Goal 5)	3
ECON1200	Macroeconomics (Goal 5)	3
	Science (Goal 3)	3 - 4
	General Electives (Goal 2, 6, 8, 9, or 10)	4

TOTAL PROGRAM REQUIREMENTS 60



DAKOTA COUNTY
TECHNICAL COLLEGE

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