

Associate of Arts and Sciences Degree in Business Administration

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AREA: Business Administration

DEGREE: Associate of Arts and Sciences Degree

LENGTH: Four semesters (two-year) program

PURPOSE: There is great demand for qualified personnel in business administration to promote leadership and to facilitate economic growth in Virginia business and industry. The associate of arts and sciences degree curriculum in business administration is designed for students who plan to transfer to a four-year college or university to complete a baccalaureate degree in accounting, business administration, economics, finance, management or marketing.

TRANSFER GUIDELINES: The associate of arts and sciences degrees (AA&S) and associate of science (AS) offered by LFCC are designed to provide freshman and sophomore level course work toward the completion of a bachelor's degree. The AA&S and AS degree programs require students to take essentially the same courses as required by their university/four-year college counterparts.

To help facilitate the transfer process, LFCC has created an online 'Transfer Guide' that provides detailed information such as tuition, GPA, application requirements, course equivalents, and other information that may be useful in the transfer process. The transfer guide can be found at www.lfcc.edu/transfer. The Virginia Community College System also offers a Transfer Planning Tool on the Virginia Educational Wizard, which can be found at www.vawizard.org.

Students should begin preparing for transfer as early as possible. Steps in this process include: making a career decision, identifying colleges which offer the intended program of study, examining available transfer information and college catalogs, exploring Guaranteed Admissions and Transfer agreements, talking with transfer representatives, identifying program prerequisites, researching the academic competitiveness of the institutions and program under consideration, attending open house events offered by the colleges and exploring financial aid and housing opportunities.

LFCC offers many services and programs to assist the transfer student. Students are encouraged to seek the assistance of an advisor or counselor to gain additional information to plan a successful transfer experience.

Course #	Title	Credits
First Semester		
BUS 100	Introduction to Business	3
ENG 111	College Composition I	3
HIS	History Elective ¹	3
ITE	ITE Elective ²	3
MTH 163	Pre-Calculus I ³ or MTH 271 or 173	3
SDV 100	College Success Skills	1
Total		16
Second Semester		
ENG 112	College Composition II	3
MTH 271	Appl. Calculus I ³ or MTH 272 or 174	3
PED/HLT	Physical Education or Health ¹	1
	Approved Humanities Elective ¹	3
CST	Communications Elective	3
Total		13
Third Semester		
ACC 211	Principles of Accounting I	3
ECO 201	Principles of Macroeconomics	3
	Approved Business Elective	3
MTH 240	Statistics I	3
	Science with Laboratory ⁴	4
Total		16
Fourth Semester		
ECO 202	Principles of Microeconomics	3
ACC 212	Principles of Accounting II	3
	Approved Business Elective	3
ENG	Literature Elective ¹	3
	Science with Laboratory ⁴	4
Total		16
Program Total		61

¹Pre-Major Transfer Elective. Student should check with transfer institution.

²ITE 115, ITE 119 or ITE 120. Students should check with transfer institution.

³ Approved math sequences are MTH 163-271; MTH 271-272; MTH 173-174.

⁴A one-year sequence of biology, chemistry, geology or physics is recommended; however, depending on the requirements of the four-year college two one-semester courses in different sciences may be substituted with advisor approval.