

Business Administration A.A.S. Advisement Tip Sheet 2010-2011

CONTACT INFORMATION

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PURPOSE OF PROGRAM

This is a career-oriented program and is not intended for transfer. It is designed for students who will be seeking full-time employment upon completion of the A.A.S. degree. If a student wishes to earn a bachelor's degree in a business-related field, they should enroll in the Business Administration A.S. program.

PRIORITY COURSES

Priority courses for first semester if student is part-time or only able to take 12-13 credits:
BUAD 106
CAPS111, CAPS121, and CAPS131
ENGL100

Students must complete MATH095 (if needed) in order to take ECON120 in the second semester.

COURSE SEQUENCING DETAILS

All business core courses are offered either online or in the classroom in both the fall and spring semesters. Almost all of these courses are also offered in one or both formats during the summer sessions.

MATH095 (if needed) must be taken prior to, or concurrent with, ACCT101.

MATH095 (if needed) must be completed prior to ECON120.

BUAD106 is a prerequisite for BUAD204.

BUAD204, BUAD208, and ENGL101 are prerequisites for BUAD290.

ENGL100 must be taken prior to, or concurrent with, BUAD204.

ENGL101 is a prerequisite for both BUAD201 and BUAD203.

ENGL101 must be taken prior to, or concurrent with, BUAD208, BUAD212, and BUAD218.

GUIDELINES FOR CHOOSING COURSES

Even though most students will take MATH109 as their MATH elective, students are required to complete MATH095 (if needed) in order to take ACCT101 and ECON120.

While BUAD104 is not a requirement of the program, it is highly recommended for students who initially place into MATH090.

Please note that the various concentrations formerly available within this program have been eliminated. Students should ensure that they carefully select their business electives in consultation with their program advisor to best fit their area of interest.

JOB OPPORTUNITIES

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Graduates of our business programs qualify for positions in a wide variety of business fields. Graduates have been placed with many firms including: CBORD Group, Inc., Cornell Fingerlakes Credit Union, Cornell University, Cortland County Sheriff's Department, Elmira Savings and Loan, Alliance Bank of Cortland, and other state and local employers.

TRANSFER INFORMATION

Refer to the Tip Sheet for Business Administration A.S. for transfer information.

FREQUENTLY ASKED QUESTIONS

Q. Are all the courses needed to complete the Business A.A.S. program available online?

A. Yes. However, some courses may not be available every semester in both the classroom and online.