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**Business Administration Systems – Business Management Track**

**Associate in Applied Science degree**

**EFFECTIVE FALL 2019**

**Program Coordinator: Lauren Campbell E-mail:** **lauren.campbell@kctcs.edu** **Phone: 859-246-6264**

**Program Website:** [**https://bluegrass.kctcs.edu/education-training/program-finder/business-administration.aspx**](https://bluegrass.kctcs.edu/education-training/program-finder/business-administration.aspx)

**Student Name: Student ID:**

***Students must meet college readiness benchmarks as identified by the Council on Postsecondary Education or remedy the identified skill deficiencies.***

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| **First Semester** | **Credit****Hours** | **Term** | **Grade** | **Prerequisites** | **Notes** |
| BAS 160 Introduction to Business  | 3 |  |  |  | Same as MGT 160 |
| CIT 105 Introduction to Computers OR OST 105 Introduction to Information Systems | 3 |  |  |  |  |
| ENG 101 Writing I | 3 |  |  |  |  |
| COM 181 Basic Public Speaking OR COM 252 Introduction to Interpersonal Communication | 3 |  |  |  |  |
| Heritage or Humanities course | 3 |  |  |  |  |
| Natural Sciences course  | 3 |  |  |  |  |
| **Total Semester Credit Hours** | **18** |  |  |  |

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| **Second Semester** | **Cr. Hrs.** | **Term** | **Grade** | **Prerequisites** | **Notes** |
| BAS 267 Introduction to Business Law | 3 |  |  |  | Same as MGT 267 |
| MGT 283 Principles of Management | 3 |  |  | BAS 160 | Same as BAS 283 |
| MKT 282 Principles of Marketing | 3 |  |  | BAS 160 | Same as BAS 282 |
| MGT 210 Managing Quality | 3 |  |  |  |  |
| ENG 102 Writing II | 3 |  |  |  |  |
| **Total Semester Credit Hours** | **15** |  |  |  |

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| **Third Semester** | **Cr. Hrs.** | **Term** | **Grade** | **Prerequisites** | **Notes** |
| ACC 201 Financial Accounting  | 3 |  |  |  |  |
| MGT 200 Small Business Management ORMGT 256 Operations Management | 3 |  |  | BAS 160MGT 282 | Spring only |
| MAT 150 College Algebra or higher level Quantitative Reasoning course | 3 |  |  |  |  |
| BAS 110 Worksheets in Business Applications OR CIT 130 Productivity Software OR OST 240 Software Integration | 3 |  |  | CIT 105 or OST 105 |  |
| Business Management Track Course | 3 |  |  |  | See list on back |
| **Total Semester Credit Hours** | **15** |  |  |  |

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| **Fourth Semester** | **Cr. Hrs.** | **Term** | **Grade** | **Prerequisites** | **Notes** |
| ACC 202 Managerial Accounting   | 3 |  |  | ACC 201 |  |
| BAS 260 Professional Development and Protocol | 2 |  |  |  |  |
| BAS 270 Business Employability Seminar | 1 |  |  | CIT 105 and sophomore standing |  |
| MGT 274 Human Resource Management ORMGT 287 Supervisory Management | 3 |  |  |  |  |
| MGT 292 Strategic Management | 3 |  |  |  |  |
| ECO 201 Principles of Microeconomics ORECO 202 Principles of Macroeconomics | 3 |  |  |  |  |
| **Total Semester Credit Hours** | **15** |  |  |  |

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| **Total Degree Credit Hours** | **63** |

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| * **25% or more of Total Degree Credit Hours must be earned at BCTC**
* **Cumulative GPA must be 2.0 or higher**
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**Graduation Requirements:**

**Advisor Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Advisor Contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Additional Information** |
| BAS Business Management Track is available completely online. |

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| **Business Management Track Courses****(must be different from courses taken to fulfill other requirements)** |
| **Course** | **Cr. Hrs.** | **Prerequisites** | **Notes** |
| BAS 120 Personal Finance | 3 |  |  |
| COE 199 Cooperative Education | 1 – 3 | Completion of at least 12 credit hours in AAS , minimum 2.0 GPA |  |
| ECO 202 Principles of Macroeconomics  | 3 |  |  |
| ENG 203 Business Writing | 3 | ENG 101 and ENG 102 |  |
| IMD 275 Workplace Management | 3 |  |  |
| MAT 170 Brief Calculus with Applications | 3 | MAT 150 or Math ACT 27 or above | Replaces MA 123 |
| MGT 200 Small Business Management | 3 | BAS 160 |  |
| MGT 256 Operations Management | 3 | MGT 283 |  |
| MGT 258 Project Management | 3 | MGT 283 | Fall only |
| MGT 274 Human Resource Management | 3 | MGT 283 | Fall only |
| MGT 287 Supervisory Management | 3 | MGT 283 | Spring only |
| MGT 299 Selected Topics in Business Management | 1 – 3  |  |  |
| MKT 155 Personal Selling | 3 |  | Fall only |
| MKT 290 Advertising and Promotion | 3 | MKT 282 | Spring only |
| MKT 291 Retail Management | 3 |  | Fall only |
| MKT 293 Buying and Merchandising | 3 | MKT 291 | Spring only |
| MKT 299 Selected Topics in Marketing (Topic) | 1 – 3  |  |  |
| REA 100 Real Estate Principles I | 3 |  |  |
| REA 120 Real Estate Marketing | 3 |  |  |
| PSY 110 General Psychology ORSOC 101 Introduction to Sociology | 3 |  |  |
| STA 296 Statistical Methods and Motivations | 3 | MAT 170 or equivalent | Replaces STA 291 |