



# NIAGARA COUNTY COMMUNITY COLLEGE

## Business: Business Administration, A.A.S.

### Overview

The Business Management Certificate program is designed to meet the needs of professional managers or those who aspire to become managers. Students will explore a taste of accounting, business, computers, and economics. They will acquire the fundamental knowledge and skills while establishing a sound academic base for an associate degree in Business Administration.

*Designed for transfer into a 4-year institution.*

### Careers

Careers related to your program of study:

- Opportunity for Advancement in a Small Business
- Retail Manager
- Sales Representative

*Some careers may require more specialized education.*

### Contact

#### Program Coordinator

David Nemi

716-614-6464

[nemi@niagaracc.suny.edu](mailto:nemi@niagaracc.suny.edu)

#### Division

Business, Technology and the Arts

716-614-5960

*Visit full catalog for specific course offerings for each semester:*

[www.niagaracc.suny.edu/programs/badm](http://www.niagaracc.suny.edu/programs/badm)

### Program Requirements

#### First Semester

|                                     | <b>Credits</b> |
|-------------------------------------|----------------|
| BUS 101 - Organization & Management | 3              |
| ENG 101 - Writing I                 | 3              |
| ACC 116 - Financial Accounting 3    |                |
| ____ - Computer Technology Elective | 3              |
| ____ - Social Sciences Elective     | 3              |
| <b>Total Credit Hours:</b>          | <b>15 Cr.</b>  |

#### Second Semester

|  |               |
|--|---------------|
| ACC 117 - Managerial Accounting  | 3             |
| BUS 113 - Fundamentals of Marketing  | 3             |
| ENG 102 - Writing II & Introduction to Literature  | 3             |
| ____ - Social Sciences elective  | 3             |
| MAT 104 - Mathematics with Business Application OR<br>____ Higher Level Mathematics Course | 3             |
| <b>Total Credit Hours:</b>   | <b>15 Cr.</b> |

#### Third Semester

|   |               |
|---|---------------|
| BUS 102 - Human Resource Management       | 3             |
| BUS 229 - Business Communications         | 3             |
| ECO 101 - Macroeconomics                  | 3             |
| SPE 101 - Speech Communication            | 3             |
| ____ - Business Education Elective        | 3             |
| ____ - Health/Physical Education Elective | 1             |
| <b>Total Credit Hours:</b>                | <b>16 Cr.</b> |

#### Fourth Semester

|  |               |
|--|---------------|
| BUS 117 - Business Law I                       | 3             |
| BUS 238 - Management Seminar                   | 3             |
| ECO 102 - Microeconomics                       | 3             |
| ____ - Business Education Elective             | 3             |
| ____ - Mathematics or Natural Science Elective | 3             |
| ____ - Health/Physical Education Elective      | 1             |
| <b>Total Credit Hours:</b>                     | <b>16 Cr.</b> |

*The information provided is subject to change throughout the academic year.*