

BUSINESS PROGRAMS

BUSINESS ADMINISTRATION

Associate of Arts

63 credit hours

The Associate of Arts Degree in Business Administration is designed to give students a broad knowledge of the fundamentals of business operations. It prepares students for two alternatives: (1) to obtain technical knowledge and proficiency in basic business subjects leading to gainful employment, or (2) to transfer to a bachelor degree program granted at a four-year institution.

Upon completion of the degree students will be able to:

- Demonstrate the business skills needed to gain employment among a variety of business enterprises.
- Demonstrate the ability to apply the basic business functions of accounting, economics, finance, management, and marketing to become a successful business owner.
- Obtain an Associate of Arts Degree that will meet requirements toward a Bachelor of Business Administration.

**Additional hours may be required for program requirements for transfer students who are NMGEC complete.*

Any student who is ineligible for state, national, or industry licensure or certification is ineligible for entry into this program.

Institutional and Related Requirements – 9 hours

ENGL 1110 – Composition I (3)
FYEX 1110 – First-year Seminar (3)
BCIS 1115 – Introduction to Computers (3) **OR**
BUSA 1110 – Introduction to Business (3)

Note: If institutional/related requirements are waived, additional elective courses will be needed to meet the minimum hours required for the degree.

Program Requirements – 16 hours

ACCT 2110 – Principles of Accounting I (3)
ACCT 2120 – Principles of Accounting II (3)
ECON 2110 – Macroeconomic Principles (3)
ECON 2120 – Microeconomic Principles (3)
MATH 1350 – Introduction to Statistics (4)

Electives – 6 hours

Choose two from

BCIS 2310 – Spreadsheets and Data Analysis (3)
BFIN 2110 – Introduction to Finance (3)
MGMT 2110 – Principles of Management (3)
MKTG 2110 – Principles of Marketing (3)

New Mexico General Education Curriculum (NMGEC) – 32 hours (as itemized below)

Communications – 6 hours
Mathematics – 4 hours
Science – 4 hours
Social and Behavioral Sciences – 3 hours
Humanities – 3 hours
Creative and Fine Arts – 3 hours
Flexible Nine – 9 hours