

# LACKAWANNA COLLEGE

## BUSINESS ADMINISTRATION – ACCELERATED PART-TIME *(Available Scranton)*

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

EFFECTIVE DATE: FALL 2016

NAME \_\_\_\_\_

Academic advisors help students coordinate their academic plans while at Lackawanna College; however, students bear the ultimate responsibility for insuring that they meet the requirements for their degree.

### Developmental/Additional Requirements:

Based on assessment testing results, students are placed in appropriate level courses (developmental or college level). Students without SAT / ACT / in-house assessment scores will be scheduled for three developmental courses (Reading for College, Basic Writing Skills, and Basic Math Skills). These courses must be successfully completed before a student may enroll in required English / math courses.

	<u>Required</u>		<u>Enrolled</u>		<u>Required</u>		<u>Enrolled</u>
	Yes	No			Yes	No	
DEV 010 Basic Writing Skills	___	___	_____	ENG 102 Fundamentals of Writing	___	___	_____
DEV 020 Reading for College	___	___	_____	ENG 103 Critical Reading	___	___	_____
DEV 030 Basic Math Skills	___	___	_____	MAT 110 Intro to Algebra	___	___	_____

**Semester 1 Grade FALL SEMESTER 9 Credits**

- \_\_\_\_\_ \_\_\_\_\_ MAT 120 College Algebra
- \_\_\_\_\_ \_\_\_\_\_ MGT 105 Principles of Management
- \_\_\_\_\_ \_\_\_\_\_ CIS 105 Introduction to Computer Applications

**Semester 2 Grade INTERSESSION 3 Credits**

- \_\_\_\_\_ \_\_\_\_\_ ECO105 Macroeconomics

**Semester 3 Grade SPRING SEMESTER 9 Credits**

- \_\_\_\_\_ \_\_\_\_\_ ENG 105 College Writing
- \_\_\_\_\_ \_\_\_\_\_ MKT 105 Principles of Marketing
- \_\_\_\_\_ \_\_\_\_\_ MAT 135 Intro to Stat/Data Analysis

**Semester 4 Grade SUMMER SESSION I 6 Credits**

- \_\_\_\_\_ \_\_\_\_\_ ENG 110 Intro to Lit **OR** ENG 115 Business Communications
- \_\_\_\_\_ \_\_\_\_\_ Social Science Elective\_\_\_\_\_

**Semester 5 Grade SUMMER SESSION II 6 Credits**

- \_\_\_\_\_ \_\_\_\_\_ COM 125 Effective Speaking
- \_\_\_\_\_ \_\_\_\_\_ Science Elective \_\_\_\_\_

**Semester 6 Grade FALL SEMESTER 9 Credits**

- \_\_\_\_\_ \_\_\_\_\_ CIS 205 Management Information Systems
- \_\_\_\_\_ \_\_\_\_\_ ACC 105 Principles of Accounting I
- \_\_\_\_\_ \_\_\_\_\_ MGT 205 Human Resource Management

**Semester 7 Grade INTERSESSION 3 Credits**

- \_\_\_\_\_ \_\_\_\_\_ Ethics Elective

**Semester 8 Grade SPRING SEMESTER 10 Credits**

- \_\_\_\_\_ \_\_\_\_\_ ACC 110 Principles of Accounting II
- \_\_\_\_\_ \_\_\_\_\_ MGT 235 International Business
- \_\_\_\_\_ \_\_\_\_\_ MGT 240 Business Law
- \_\_\_\_\_ \_\_\_\_\_ COL 201 Capstone Experience (1 cr.)

**Semester 9 Grade SUMMER SESSION I 6 Credits**

- \_\_\_\_\_ \_\_\_\_\_ Diversity/Global Studies Elective \_\_\_\_\_
- \_\_\_\_\_ \_\_\_\_\_ Elective \_\_\_\_\_

**B U S I N E S S   A D M I N I S T R A T I O N**

**ASSOCIATE IN SCIENCE DEGREE**

PORTFOLIO REQUIREMENTS

**CAREER DOCUMENTS**

- \_\_\_\_\_ Current Resume
- \_\_\_\_\_ Letter of recommendation
  
- \_\_\_\_\_ Career Exploration

**CORE COURSEWORK**

- \_\_\_\_\_ ENG 105 - College Writing - Graded Research Paper

**MAJOR COURSEWORK (3 samples - graded papers or projects)**

- \_\_\_\_\_ MGT 205 - Human Resource Management - project
- \_\_\_\_\_ MKT 105 - Principles of Marketing - project
- \_\_\_\_\_ MGT 235 - International Business - project

\_\_\_\_\_ **LACKAWANNA REFLECTION PAPER**