BUSINESS ADMINISTRATION - AAS

Offered at: Ashland Community and Technical College, Big Sandy Community and Technical College, Bluegrass Community and Technical College, Elizabethtown Community and Technical College, Gateway Community and Technical College, Hazard Community and Technical College, Henderson Community College, Hopkinsville Community College, Jefferson Community and Technical College, Madisonville Community College, Maysville Community and Technical College, Owensboro Community and Technical College, Somerset Community College, Southcentral Kentucky Community and Technical College, Southeast Kentucky Community and Technical College, West Kentucky Community and Technical College

Program Plan Number: 5202017129

May be available completely online. Please check with your academic advisor.

Course	Title	Credits
General Education		
ENG 101	Writing I	3
COM 181	Basic Public Speaking	3
or COM 252	Introduction to Interpersonal Communication	
Any Economics Course		3
Select one of the following four options:		3
MAT 105	Business Mathematics	
MAT 110	Applied Mathematics	
MAT 150	College Algebra	
Higher Quantitative Reasoning		
Heritage/Humanities		3
Natural Sciences		3
Subtotal		18
Technical Courses		
ACC 201	Financial Accounting	3
ACC 202	Managerial Accounting	3
CIT 105	Introduction to Computers	3
or OST 105	Introduction to Information Systems	
ENG 102	Writing II	3
or OST 235	Business Communications Technology	
BAS 160	Introduction to Business	3
BAS 260	Professional Development and Protocol	2
BAS 270	Business Employability Seminar	1
BAS 267	Introduction to Business Law	3
BAS 282	Principles of Marketing	3
BAS 283	Principles of Management	3
Technical Subtotal		27
General Education and Technical Core Subtotal		45
Students must complete one of the tracks listed below to complete the AAS requirements.		

Accounting Track

Offered at: Ashland Community and Technical College, Big Sandy Community and Technical College, Elizabethtown Community and Technical College, Gateway Community and Technical College, Henderson Community College, Hopkinsville Community College, Madisonville Community College, Maysville Community and Technical College, Owensboro Community and Technical College, Somerset Community College, Southcentral Kentucky Community and Technical College, West Kentucky Community and Technical College

Program Plan Number: 520201701

May be available completely online. Please check with your academic advisor.

Course	Title	Credits
Required		
General Education and Technical Core Subtotal		45
ACT 279	Computerized Accounting Systems	3
ACT 281	Individual Taxation	3
ACT 286	Financial Accounting Topics	3
Select one of the following three options:		3
BAS 110	Worksheets in Business Applications	
CIT 130	Productivity Software	
OST 240	Advanced Microsoft Applications	
Select six hours (not duplicated from the core) from the following seven technical courses:		6
ACT 196	Payroll Accounting	
ACT 277	Managerial Accounting Topics	
ACT 290	Selected Topics in Accounting: (Topic)	
ACT 295		
BAS 120	Personal Finance	
BAS 212	Introduction to Financial Management	
COE 199	Cooperative Education: (Topic)	
or BAS 280	Business Internship	
Total Credits		**63**

Business Management Track

Offered at: Bluegrass Community and Technical College

Program Plan Number: 520201717

Note: Students in this track must take ENG 102 Writing II (3 credit hours)*,* MAT 150 College Algebra (3 credit hours) *or higher quantitative reasoning and* ECO 201 Principles of Microeconomics (3 credit hours) *or* ECO 202 Principles of Macroeconomics (3 credit hours) *as part of the core.*

Course	Title	Credits
Required		
General Education and Technical Core Subtotal		45
BAS 200	Small Business Management	3
or MGT 256	Operations Management	
BAS 274	Human Resource Management	3
or BAS 287	Supervisory Management	
MGT 292	Strategic Management	3
MGT 210	Managing Quality	3
Select six credit hours from the following list of options:		6
BAS 120	Personal Finance	
BAS 288	Personal and Organizational Leadership	
COE 199	Cooperative Education: (Topic)	

ECO 202	Principles of Macroeconomics	
ENG 203	Business Writing	
IMD 275	Information Management and Communications	
MAT 170	Brief Calculus with Applications	
BAS 200	Small Business Management	
BAS 290	Management, Ethics and Society	
MGT 256	Operations Management	
MGT 258	Project Management	
BAS 274	Human Resource Management	
BAS 287	Supervisory Management	
MKT 155	Personal Selling	
MKT 290	Advertising and Promotion	
MKT 291	Retail Management	
MKT 293	Buying and Merchandising	
BAS 299	Selected Topics in Business Management: (Option Topic)	
MKT 299	Selected Topics in Marketing	
BAS 110	Worksheets in Business Applications	
or CIT 130	Productivity Software	
or OST 240	Advanced Microsoft Applications	
PSY 110	General Psychology	
or SOC 101	Introduction to Sociology	
REA 100	Real Estate Principles I	
REA 120	Real Estate Marketing	
STA 296U	Statistical Methods and Motivations	
Total Credits		**63**

Equine Business Management Track

Offered at: Bluegrass Community and Technical College

Program Plan Number: 520201718

Course	Title	Credits
Required		
General Education and Technical Core Subtotal		45
EQS 110	Basic Equine Physiology	3
EQS 104	Equine Care Lab	1-3
or EQS 299	Equine Studies Cooperative Education	
EQS 118	Equine Bloodstock	3
EQM 120	Introduction to Commercial Breeding Practices	3
EQS 130	Introduction to the Racing Industry	3
EQS 240	Equine Legal and Business Principles	3
Total Credits		**61-63**

Hospitality Management Track

Offered at: Big Sandy Community and Technical College, Bluegrass Community and Technical College, Elizabethtown Community and Technical College, Hopkinsville Community College, Southcentral Kentucky Community and Technical College, West Kentucky Community and Technical College

Program Plan Number: 520201703

Course	Title	Credits
Required		
General Education and Technical Core Subtotal		45
HOS 100	Introduction to Hospitality Management	3
CUL 100	Introduction to Culinary Arts	2
HOS 282	Tourism Marketing	3
Select nine hours (not duplicated from the core) from the following list of Technical Courses:		9
BAS 200	Small Business Management	
BAS 274	Human Resource Management	
BAS 290	Management, Ethics and Society	
COE 199	Cooperative Education: (Topic)	
or BAS 280	Business Internship	
CUL 105	Applied Introduction to Culinary Arts	
CUL 125	Sanitation and Safety	
CUL 270	Human Relations Management	
CUL 280	Cost and Control	
HOS 160	Security for the Hospitality Industry	
HOS 200	Cultural Heritage Tourism	
HOS 210	Front Office Operations	
Total Credits		**62**

Human Resource Management Track

Offered at: Ashland Community and Technical College, Bluegrass Community and Technical College, Elizabethtown Community and Technical College, Gateway Community and Technical College, Henderson Community College, Madisonville Community College, Maysville Community and Technical College, Somerset Community College, Southcentral Kentucky Community and Technical College, West Kentucky Community and Technical College

Program Plan Number: 520201715

May be available completely online. Please check with your academic advisor.

Course	Title	Credits
Required		
General Education and Technical Core Subtotal		45
BAS 274	Human Resource Management	3
BAS 287	Supervisory Management	3
ACT 196	Payroll Accounting	3
BAS 110	Worksheets in Business Applications	3
or CIT 130	Productivity Software	
or OST 240	Advanced Microsoft Applications	
Choose six hours (not duplicated from the core) from the following approved technical electives:		6
BAS 280	Business Internship	
or COE 199	Cooperative Education: (Topic)	
BAS 201	Customer Service Improvement Skills	
BAS 284	Applied Management Skills	
BAS 288	Personal and Organizational Leadership	
BAS 290	Management, Ethics and Society	
or PHI 150	Business Ethics	

BAS 299	Selected Topics in Business Management: (Option Topic)	
OST 235	Business Communications Technology	
OST 275	Office Management	
PSY 110	General Psychology	
PSY 180	Human Relations	
SPA 101	Elementary Spanish I (spoken approach)	
Total Credits		**63**

Management Track

Offered at: Ashland Community and Technical College, Big Sandy Community and Technical College, Bluegrass Community and Technical College, Elizabethtown Community and Technical College, Gateway Community and Technical College, Hazard Community and Technical College, Henderson Community College, Hopkinsville Community College, Jefferson Community and Technical College, Madisonville Community College, Maysville Community and Technical College, Owensboro Community and Technical College, Somerset Community College, Southcentral Kentucky Community and Technical College, Southeast Kentucky Community and Technical College, West Kentucky Community and Technical College

Program Plan Number: 520201708

May be available completely online. Please check with your academic advisor.

Course	Title	Credits
Required		
General Education and Technical Core Subtotal		45
BAS 287	Supervisory Management	3
or BAS 288	Personal and Organizational Leadership	
Select one of the following three options:		3
BAS 212	Introduction to Financial Management	
BAS 120	Personal Finance	
Second Quantitative Reasoning Course [1]		
BAS 284	Applied Management Skills	3
or BAS 256	International Business	
Select 9 hours (not duplicated from the core) from the following list of Management and/or Technical Courses with a minimum of 3 hours selected from Management Courses:		9
Management Courses		
BAS 170	Entrepreneurship	
BAS 200	Small Business Management	
BAS 201	Customer Service Improvement Skills	
BAS 212	Introduction to Financial Management	
BAS 256	International Business	
BAS 274	Human Resource Management	
BAS 287	Supervisory Management	
BAS 288	Personal and Organizational Leadership	
BAS 289	Operations Management	
BAS 290	Management, Ethics and Society	
or PHI 150	Business Ethics	
BAS 291	Retail Management	
BAS 299	Selected Topics in Business Management: (Option Topic)	
OST 275	Office Management	
Technical Courses		
ACT 177	Entrepreneurial Accounting	
ACT 196	Payroll Accounting	
BAS 110	Worksheets in Business Applications	
or CIT 130	Productivity Software	
or OST 240	Advanced Microsoft Applications	
BAS 120	Personal Finance	
BAS 125	Social Media Marketing: Fundamental Concepts, Skills, and Strategies	
ENG 203	Business Writing	
or ENG 102	Writing II	
CIT 155	Web Page Development	
COE 199	Cooperative Education: (Topic)	
or BAS 280	Business Internship	
ECO 150	Introduction to Global Economics	
ECO 201	Principles of Microeconomics	
or ECO 202	Principles of Macroeconomics	
LOM 100	Introduction to Logistics Management	
OST 235	Business Communications Technology	
PSY 110	General Psychology	
QMS 101	Introduction to Quality Systems	
SPA 101	Elementary Spanish I (spoken approach)	
Total Credits		**63**

[1] Must be a General Education Quantitative Reasoning that is different from core Quantitative Reasoning selection.

Marketing Track

Offered at: Ashland Community and Technical College, Bluegrass Community and Technical College, Elizabethtown Community and Technical College, Henderson Community College

Program Plan Number: 520201719

Note: Students must select a marketing sequence and 6 credit hours from the Approved Marketing Electives. Students in this track must take ENG 102 Writing II (3 credit hours), MAT 150 College Algebra (3 credit hours) or higher quantitative reasoning and ECO 201 Principles of Microeconomics (3 credit hours) or ECO 202 Principles of Macroeconomics (3 credit hours) as part of the core.

Course	Title	Credits
General Education and Technical Core Subtotal		45
Select one of the following four options:		12
Marketing Sequence (p. 4)		
Retail Management Sequence (p. 4)		
Social Media Marketing Sequence (p. 4)		
Entrepreneurship Sequence (p. 4)		
Approved Marketing Electives		6
Total Credits		**63**

Marketing Sequence

Course	Title	Credits
MKT 290	Advertising and Promotion	3
MKT 295	Consumer Behavior	3
BAS 125	Social Media Marketing: Fundamental Concepts, Skills, and Strategies	3
BAS 290	Management, Ethics and Society	3
Total Credits		**12**

Retail Management Sequence

Course	Title	Credits
MKT 291	Retail Management	3
MKT 155	Personal Selling	3
MKT 290	Advertising and Promotion	3
BAS 290	Management, Ethics and Society	3
Total Credits		**12**

Social Media Sequence

Course	Title	Credits
BAS 125	Social Media Marketing: Fundamental Concepts, Skills, and Strategies	3
BAS 126	Social Media Marketing: Project Management and Implementation Strategies	3
MKT 290	Advertising and Promotion	3
IMD 115	Introduction to Graphic Design	3
Total Credits		**12**

Entrepreneurship Sequence

Course	Title	Credits
BAS 170	Entrepreneurship	3
BAS 200	Small Business Management	3
BAS 288	Personal and Organizational Leadership	3
MKT 155	Personal Selling	3
Total Credits		**12**

Approved Marketing Electives

Course	Title	Credits
Select six hours from the following list of course options (unless taken as part of a sequence):		6
ENG 203	Business Writing	
BAS 120	Personal Finance	
BAS 125	Social Media Marketing: Fundamental Concepts, Skills, and Strategies	
BAS 126	Social Media Marketing: Project Management and Implementation Strategies	
BAS 200	Small Business Management	
BAS 288	Personal and Organizational Leadership	
MGT 258	Project Management	
MKT 299	Selected Topics in Marketing (Selected Topics in Business Management and Marketing)	
COE 199	Cooperative Education: (Topic)	
BAS 110	Worksheets in Business Applications	
or CIT 130	Productivity Software	
or OST 240	Advanced Microsoft Applications	
ECO 202	Principles of Macroeconomics	
IMD 115	Introduction to Graphic Design	
IMD 126	Introduction to Desktop Publishing	
IMD 127	Vector Design with Adobe Illustrator	
IMD 128	Raster Design with Adobe PhotoShop	

Real Estate Management Track

Offered at: Bluegrass Community and Technical College, Elizabethtown Community and Technical College, West Kentucky Community and Technical College

Program Plan Number: 520201706

Course	Title	Credits
Required		
General Education and Technical Core Subtotal		45
REA 100	Real Estate Principles I	3
REA 121	Appraising	3
REA 225	Real Estate Finance	3
REA 230	Real Estate Law	3
Select six hours (not duplicated from the core) from the following 11 Technical Courses:		6
Students may select other courses as approved by the Real Estate Program Coordinator.		
REA 120	Real Estate Marketing	
REA 122		
REA 200	Real Estate Principles II	
REA 201		
REA 202	Real Estate Investments I	
REA 203		
REA 204		
REA 205		
REA 212		
REA 220	Real Estate Brokerage Management	
COE 199	Cooperative Education: (Topic)	
or BAS 280	Business Internship	
Total Credits		**63**