

## Business Administration (Small Business Practitioner Track)

### Diploma

(Code: EVBSM)

One-year diploma program available to students wanting specialized skills in working in a small business environment. This program could be completed as an evening program in two semesters and two summer sessions. The diploma program requires 33 hours of coursework concentrating on business classes (courses in accounting, business, computers, management, marketing and general education). Suggested coursework will be developed with the aid of a business faculty advisor.

General Education	Credit Hours
ENG105 Composition I	3
ENG106 Composition II	3
<b>Total</b>	<b>6</b>
<b>Program Requirements</b>	
ACC121 Principles of Accounting I	3
ACC122 Principles of Accounting II	3
BUS185 Business Law I	3
BUS230 Quant. Meth. for Business Decision Making	3
CSC118 Computer Systems & Applications	3
MGT101 Principles of Management	3
or	
MGT130 Principles of Supervision	(3)
MKT110 Principles of Marketing	3
<b>Total</b>	<b>21</b>
<b>Program Elective (must select 6 credit hours)</b>	
ACC161 Payroll Accounting	3
ACC311 Computer Accounting	3
BUS102 Introduction to Business	3
BUS130 Introduction to Entrepreneurship	3
BUS141 Small Business Startup	3
BUS150 E-Commerce	3
BUS161 Human Relations	3
BUS220 Introduction to International Business	3
CSC119 Computer Systems & Applications II	3
MKT140 Principles of Selling	3
MKT150 Principles of Advertising	3
MKT160 Principles of Retailing	3
<b>Total</b>	<b>6</b>
<b>Total Required Hours</b>	<b>33</b>