

Business Administration (Small Business Practitioner Track)

Diploma

(Code: MVBSM)

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
Total		6
Program Requirements		
ACC121	Principles of Accounting I	3
ACC122	Principles of Accounting II	3
BUS185	Business Law I	3
BUS230	Quantitative Methods for Business Decision Making	3
CSC118	Computer Systems and Applications	3
MGT101	Principles of Management	3
	or	
MGT130	Principles of Supervision	(3)
MKT110	Principles of Marketing	3
Total		21
Program Elective (must select 6 credit hours)		
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 & Apps II	3
MKT140	Principles of Selling	3
MKT150	Principles of Advertising	3
MKT160	Principles of Retailing	3
Total		6
Total Required Hours		33