



# 2011-2012

## Business Management

Business Management—Associate in Applied Science Degree—64 credits

### Business Management Associate in Applied Science Degree

**Program Description** **# 5040**

The two-year Business Management program provides an introduction to basic management. The program is designed to equip the student with skills that are appropriate for people who seek a position in management. The program is designed primarily for the student who wishes to seek employment after completing an Associate in Applied Science Degree.

Course	Credits
<b>Career/Occupational Requirements</b> <span style="float: right;"><b>40</b></span>	
ACCT 2020 Financial Accounting	3
ACCT 2025 Managerial Accounting	3
BMGT 1020 Introduction to Business	3
BMGT 1030 Survey of Business Economics <b>OR</b>	3
ECON 1021 Macroeconomics	3
BMGT 2030 Management Fundamentals	3
BMGT 2035 Human Relations in Business	3
BMGT 2040 Human Resource Management	3
BMGT 2051 Legal Environment of Business	3
BMGT 2060 Business Communications	3
BMGT 2090 Business Finance	3
BMGT 2095 International Business	3
CAPL 1010 Introduction to Software Applications	3
MKTG 2050 Principles of Marketing	3
OFFT 1001 College Keyboarding	1

\*See counselor or instructor for assistance in selecting courses.

**General Requirements for the Associate in Applied Science degree:**

1. At least 64 earned college-level credits (numbered 1000 or above). At least 20 credits must be earned at Century College.
2. A grade of "C" or better in ENGL 1021.
3. Century college-level GPA of 2.0; Required career and occupational courses GPA of 2.0; MnTC GPA of 2.0.

**Additional Career Electives** **4**

*Sufficient Courses from ACCT, BMGT, CAPL, GSCI, MKTG, OFFT or ENGL 1025 to make a total of 4 credits\**

**General Education/MnTC Requirements** **20**

*Three (3) MnTC credits beyond the minimums are needed to reach 20 credits. See MnTC Course list for options.*

**Goal 1 – Communication** **7**

ENGL 1021 Composition I	4
<i>Select ONE of the following COMM courses:</i>	
COMM 1021 Fundamentals of Public Speaking	3
COMM 1031 Interpersonal Communication	3
COMM 1041 Small Group Communication	3
COMM 1051 Intercultural Communication	3

**Goal 2 – Critical Thinking** **3**

*Fulfilled automatically when all other MnTC goals are complete.*

**Goal 3 and/or Goal 4 – Sciences/Math/Logical Reasoning** **4**

MATH 1025 Statistics	4
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**Goal 5 – History/Social and Behavioral Sciences** **3**

*(ECON 1021 may also be used as a career/occupational course.)*

**Goal 6 – Humanities and Fine Arts** **3**

**Goal 7, 8, 9 or 10** **3**

*Three credits in ONE of the four goals – fulfilled by COMM course*

**Total Credits** **64**

**Assessment:** *Assessments are required for all students* before registering for classes. Students may be required to take developmental courses in English, Reading and Mathematics based upon their assessment scores. For important information and exemptions see [www.century.edu/futurestudents/assessment](http://www.century.edu/futurestudents/assessment).

**References to the Minnesota General Education Transfer Curriculum (MnTC):** On this guide sheet, notations such as “Goal 1-Communication: 7 credits” are used to refer to the goals of the Minnesota General Education Transfer Curriculum. Refer to the MnTC Course List for the specific courses from which students may choose to fulfill the MnTC requirements of the program. This list can be found in the catalog, the Counseling Center and on the Century website. References to “two disciplines” means that a course must be completed from two different categories within that goal, for example, Economics and History in Goal 5. Students should be aware that it may be necessary to select additional MnTC credits beyond the minimum required in each goal area, to reach the total MnTC/General Education credits required for their program.

**Career Information:** Counselors are available in the Counseling and Career Center, Room 2410 West, to assist with educational and career planning. Resources available include career interest and personality inventories and print and web-based occupational and educational information, e.g., occupational descriptions, employment outlook, earnings, education/training requirements and sources. Consult the **GPS LifePlan** link on the Century website for information on these and more resources for your career, work, and educational planning!

**Transfer:** This degree program is designed for both employment preparation and transfer. Some of the courses may not transfer to a number of four-year colleges. If you are considering the possibility of transfer, you may wish to talk with a counselor or the program instructor before registering to discuss your goals and look at programs designed for transfer. Students planning to transfer to Metropolitan State University with this degree should see a counselor regarding details of the transfer agreement.

**Time Limit for Meeting Graduation Requirements:** See Century College catalog “Graduation” for information.

**Academic Petitions:** Any exceptions to the program requirements must be petitioned through the Vice President of Academic Affairs.

**Contact Information:**

Admissions Office	<a href="mailto:admissions@century.edu">admissions@century.edu</a>	651.773.1700	Room 2350 West
Counseling Office	Click “Ask Century” at <a href="http://www.century.edu">www.century.edu</a>	651.779.3285	Room 2410 West
Financial Aid Office	<a href="mailto:finaid@century.edu">finaid@century.edu</a>	651.779.3305	Room 2320 West

**Program Contact Information:**

Mary Heim	<a href="mailto:mary.heim@century.edu">mary.heim@century.edu</a>	651.779.3251	Room 2243 East
Mike Heim	<a href="mailto:mike.heim@century.edu">mike.heim@century.edu</a>	651.779.3240	Room 2241 East

\*\*Information on this Program Guide is subject to change. Changes and updates are posted on **century.edu**\*\*

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