

ADMISSION

Program Outcomes

The Business Administration curriculum is designed to introduce students to the various aspects of the free enterprise system. Students will be provided with a fundamental knowledge of business functions, processes, and an understanding of business organizations and global economy.

Coursework includes business concepts such as:

- accounting
- business law
- economics
- management

Skills related to the application of these concepts are developed through the study of computer applications, communication, team building, and decision making. Through these skills, students will have a sound business education base for life-long learning.

Admission Steps

- Complete CCC&TI admissions application online at cccti.edu
- Submit official high school/GED/AHS transcripts and college transcripts
- Complete FASFA online at www.studentaid.gov
- Meet placement testing requirements
- Meet with advisor to register for classes
- Pay for classes and purchase books from bookstore

Important Contact Information

Admissions

Contact Sara Greene, Admissions Specialist, at 828.726.2706 or sfgreene@cccti.edu for more information and how to complete the enrollment and registration process.

Financial Aid

Contact Financial Aid at 828.726.2713 as soon as possible to inquire and complete your FAFSA. Check your CCC&TI student email frequently to monitor your Financial Aid status.

Program Director

Contact Martin Hubner, Director, Director of Business Administration, at 828.297-3811 x 5242 or mhubner@cccti.edu.

PROGRAM OFFERINGS – Business Administration Degree Program (A25120)

Fall Semester I				
Course	Course Name	Semesters offered	Corequisite or Prerequisite	Credit
ACA 115	Success and Study Skills	F/S/SS		1
BUS 110	Introduction to Business	F/S/SS		3
BUS 121	Business Math (F)	Fall Only		3
CIS 110	Introduction to Computers	F/S/SS		3
ENG 111	Writing and Inquiry	F/S/SS		3
			Semester Total	13
Spring Semester I				
ACC 120	Principles of Financial Accounting	F/S		4
BUS 115	Business Law I	F/S/SS		3
MAT 152	Statistical Methods I	F/S/SS	<p style="text-align: center;">Requisites:</p> <p>Take One Set: Set 1: DMA-010, DMA-020, DMA-030, and DRE-098 Set 2: DMA-010, DMA-020, DMA-030, and ENG-002 Set 3: DMA-010, DMA-020, DMA-030, and BSP-4002 Set 4: DMA-025, and DRE-098 Set 5: DMA-025, and ENG-002 Set 6: DMA-025, and BSP-4002 Set 7: MAT-003 and DRE-098 Set 8: MAT-003 and ENG-002 Set 9: MAT-003 and BSP-4002 Set 10: BSP-4003 and DRE-098 Set 11: BSP-4003 and ENG-002 Set 12: BSP-4003 and BSP-4002 - Must be completed prior to taking this course. Take MAT-052 - Must be taken either prior to or at the same time as this course.</p>	

MKT 120	Principles of Marketing	F/S		3
			Semester Total	14
Summer Semester I				
BUS 137	Principles of Management	SS		3
COM 231	Public Speaking	F/S/SS	Prerequisite: ENG 111	3
OR				
ENG 112	Writing/Research in the Disciplines	F/S/SS	Prerequisite: ENG 111	3
HUM 230	Leadership Development	SS		3
			Semester Total	9
Fall Semester II				
ACC 121	Principles of Managerial Accounting	F/S	Prerequisite: Take ACC-120 - Must be completed prior to taking this course.	3
BUS 230	Small Business Management	Fall Only		3
BUS 285	Business Management	Fall Only		3
ECO 251	Principles of Microeconomics	F/S/SS		3
MKT 223	Customer Service	Fall Only		3
			Semester Total	16
Spring Semester I				
BAS 120	Into to Analytics	Spring Only		3
BUS 125	Personal Finance	Spring Only		3

ECO 252	Principles of Macroeconomics	F/S/SS		3
MKT 225	Marketing Research	Spring Only	Prerequisite: MTK 120	4
MKT 232	Social Media Marketing	Spring Only		3
			Semester Total	16
Total Credit Hours: 68				

PROGRAM OFFERINGS – Business Administration Diploma (D25120)

Fall Semester I				
Course				Credit
ACC 120	Principles of Financial Accounting	F/S/SS		4
BUS 110	Introduction to Business	F/S/SS		3
CIS 110	Introduction to Computers	F/S/SS		3
ENG 111	Writing and Inquiry	F/S/SS		3
			Total	13
Spring Semester I				
ACC 121	Principles of Managerial Accounting	F/S	Prerequisite: ACC 120	4
BUS 125	Personal Finance	Spring Only		3
ECO 251	Principles of Microeconomics	F/S/SS		3
MTK 120	Principles of Marketing	F/S		3
MKT 232	Social Media Marketing	Spring Only		4
			Total	17

Summer Semester I				
BUS 115	Business Law I	F/S/SS		3
BUS 137	Principles of Management	F/S/SS		3
ECO 252	Principles of Macroeconomics	F/S/SS		3
			Total	9
Total Credit Hours: 39				

PROGRAM OFFERINGS – Business Administration Marketing Certificate (C25120)

Fall I				
Course	Course Name	Semesters offered	Corequisite or Prerequisite	Credit
BUS 115	Business Law	F/S/SS		3
BUS 137	Principles of Management	F/S/SS		3
MKT 120	Principles of Marketing	F/S		3
			Total	9
Spring I				
MKT 225	Marketing Research	Spring Only	Prerequisite: MKT 120	4
MKT 232	Social Media Marketing	Spring Only		3
			Total	7
Total Credit Hours: 16				

COST

	Associate	Diploma	Certificate
Tuition (\$76/credit hour)	Fall Semester I \$988 Spring Semester I \$1,064 Summer Semester I \$684 Fall Semester II \$1,216 Spring Semester II \$1,216 Tuition Total \$5,168 (minus fees)	Fall Semester I \$988 Spring Semester I \$1,292 Summer Semester I \$684 Tuition Total \$2,964 (minus fees)	Fall I \$684 Spring I \$532 Tuition Total \$1,216 (minus fees)
Additional Fees	\$35 campus activity fee (each semester) \$2/per course (max \$10 per semester) campus service fee \$2 (per semester) student accident insurance Total (per semester) \$47	\$35 campus activity fee (each semester) \$2/per course (max \$10 per semester) campus service fee \$2 (per semester) student accident insurance Total (per semester) \$47	\$35 campus activity fee (each semester) \$2/per course (max \$10 per semester) campus service fee \$2 (per semester) student accident insurance Total (per semester) \$47
Textbooks (purchased from CCC&TI Bookstore)	varies	varies	varies
Graduation Fee	\$25	\$25	\$25
Total	approximately \$5,393	approximately \$3,089	approximately \$1,341