

LACKAWANNA COLLEGE

BUSINESS ADMINISTRATION – ACCELERATED PART-TIME *(Available Scranton)*

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

EFFECTIVE DATE: FALL 2015

NAME _____

Academic advisors help students coordinate their academic plans while at Lackawanna College; however, students bear the ultimate responsibility for insuring that they meet the requirements for their degree.

Developmental/Additional Requirements:

Based on assessment testing results, students are placed in appropriate level courses (developmental or college level). Students without SAT / ACT / in-house assessment scores will be scheduled for three developmental courses (Reading for College, Basic Writing Skills, and Basic Math Skills). These courses must be successfully completed before a student may enroll in required English / math courses.

	<u>Required</u>		<u>Enrolled</u>		<u>Required</u>		<u>Enrolled</u>
	Yes	No			Yes	No	
DEV 010 Basic Writing Skills	___	___	_____	ENG 102 Fundamentals of Writing	___	___	_____
DEV 020 Reading for College	___	___	_____	ENG 103 Critical Reading	___	___	_____
DEV 030 Basic Math Skills	___	___	_____	MAT 110 Intro to Algebra	___	___	_____

Semester 1 Grade FALL SEMESTER 9 Credits

- _____ _____ MAT 120 College Algebra
- _____ _____ MGT 105 Principles of Management
- _____ _____ CIS 105 Introduction to Computer Applications

Semester 2 Grade INTERSESSION 3 Credits

- _____ _____ ECO105 Macroeconomics

Semester 3 Grade SPRING SEMESTER 9 Credits

- _____ _____ ENG 105 College Writing
- _____ _____ MKT 105 Principles of Marketing
- _____ _____ MAT 135 Intro to Stat/Data Analysis

Semester 4 Grade SUMMER SESSION I 6 Credits

- _____ _____ ENG 115 Business Communications
- _____ _____ Social Science Elective_____

Semester 5 Grade SUMMER SESSION II 6 Credits

- _____ _____ COM 125 Effective Speaking
- _____ _____ Science Elective _____

Semester 6 Grade FALL SEMESTER 9 Credits

- _____ _____ CIS 205 Management Information Systems
- _____ _____ ACC 105 Principles of Accounting I
- _____ _____ MGT 205 Human Resource Management

Semester 7 Grade INTERSESSION 3 Credits

- _____ _____ Ethics Elective

Semester 8 Grade SPRING SEMESTER 10 Credits

- _____ _____ ACC 110 Principles of Accounting II
- _____ _____ MGT 235 International Business
- _____ _____ MGT 240 Business Law
- _____ _____ COL 201 Capstone Experience (1 cr.)

Semester 9 Grade SUMMER SESSION I 6 Credits

- _____ _____ Diversity/Global Studies Elective _____
- _____ _____ Elective _____

B U S I N E S S A D M I N I S T R A T I O N

ASSOCIATE IN SCIENCE DEGREE

PORTFOLIO REQUIREMENTS

CAREER DOCUMENTS

- _____ Current Resume
- _____ Letter of recommendation

- _____ Career Exploration

CORE COURSEWORK

- _____ ENG 105 - College Writing - Graded Research Paper

MAJOR COURSEWORK (3 samples - graded papers or projects)

- _____ MGT 205 - Human Resource Management - project
- _____ MKT 105 - Principles of Marketing - project
- _____ MGT 235 - International Business - project

_____ **LACKAWANNA REFLECTION PAPER**