

BUSINESS ADMINISTRATION (A.S.)

<https://manchester.unh.edu/program/as/business-administration>

Description

The Associate in Science degree in Business Administration is designed to provide students with a stepping stone to a career. Graduates of the program are prepared for entry-level employment opportunities or to continue their education at the baccalaureate level.

For more information, contact the [Office of Admissions](mailto:unhm.admissions@unh.edu) (unhm.admissions@unh.edu), (603) 641-4150.

Requirements

Degree Requirements

Minimum Credit Requirement: 64 credits

Minimum Residency Requirement: 16 credits must be taken at UNH

Minimum GPA: 2.0 required for conferral*

Core Curriculum Required: Discovery Program

Major, Option, and Elective Requirements as indicated.

*Major GPA requirements as indicated.

Major Requirements

Students must complete a minimum of 64 credits to graduate with an associate of science degree in business administration. A minimum cumulative GPA of 2.0 is required for graduation. In addition to completing eight Discovery Program courses and one Inquiry or Inquiry-attribute course within their first 48 earned credits, students must complete six courses (24 credits) in the major and one elective course.

Code	Title	Credits
Required Courses		
BUS 400	Introduction to Business	4
BUS 532	Introduction to Financial Accounting	4
BUS 533	Introduction to Managerial Accounting	4
ECN 412	Introduction to Microeconomic Principles	4
Business Administration Electives		
Select two of the following courses: ^{1,2}		8
BUS 430	Introduction to Business Statistics	
BUS 601	Financial Management	
BUS 610	Marketing Principles and Applications	
BUS 620	Organizational Behavior	
CA 450	Introduction to Public Speaking	
CMN 457	Introduction to Language and Social Interaction	
COMP 405	Introduction to Web Design and Development	
ECN 411	Introduction to Macroeconomic Principles	
ECN 640	Business Law and Economics	
ECN 650	Economics for Managers	
Other 600-level ECN or BUS courses by permission of instructor		
Electives		
Select one elective		4
Total Credits		28

¹ Students may select electives from 600-level ECN or BUS courses with advisor permission.

² Students planning to pursue the B.A. in business should select BUS 430 Introduction to Business Statistics and ECN 411 Introduction to Macroeconomic Principles.

Degree Plan

Sample Degree Plan

This sample degree plan serves as a general guide; students collaborate with their academic advisor to develop a personalized degree plan to meet their academic goals and program requirements.

First Year

Fall		Credits
UMST 401 or UMST 402	First Year Seminar or Transfer Seminar	1-2
ENGL 401	First-Year Writing	4
Discovery Course		4
BUS 400	Introduction to Business	4
ECN 412	Introduction to Microeconomic Principles	4
Credits		17-18

Spring

Quantitative Reasoning Course		4
Discovery Course		4
BUS 532	Introduction to Financial Accounting	4
HUMA 411 or HUMA 412	Humanities I or Humanities II	4
Credits		16

Second Year

Fall		Credits
BUS 533	Introduction to Managerial Accounting	4
Business Administration Elective		4
Discovery Course		4
Elective		4
Credits		16
Spring		Credits
Business Administration Elective		4
Discovery Course		4
Elective		4
Elective		4
Credits		16
Total Credits		65-66

Student Learning Outcomes

Program Learning Outcomes

At the conclusion of the Business program, students should be able to demonstrate:

- Apply breadth and depth of knowledge about business and economic concepts, theories and methodologies, especially in the sub-field concentrations of accounting, finance, management, business ethics, leadership, organizational behavior, human resources, marketing/sales, statistics, business computer/software applications, and business data analytics, and how these varying fields are inter-related and complementary.
- Apply critical thinking skills to the qualitative and quantitative analysis of data through working knowledge of office suite products such as Microsoft Word, Excel, and PowerPoint, PowerBI or Tableau, including analysis of the data's impact on business decision making in local, national, and global business situations.
- Information literacy, including the ability to find, retrieve, analyze, and communicate information from online or traditional venues in the fields of business, economics, accounting, finance, management, human resources, entrepreneurship, leadership, organizational behavior, marketing, and business ethics.
- Effective interpersonal writing and presentation skills in all types of business and professional communications: memoranda, case studies, analytical reports, data visualizations, slide presentations, and project reports, along with the ability to convey this information with audiences in the private and public sectors, including the ability to lead discussion groups and multi-task project teams.
- Professionalism in the workplace, including sensitivity to cultural differences and an appreciation for the diversity of human experience and perspectives, as well as an understanding of the meaning of engaged citizenship as members of an ethical business community.