

Business Administration – AAAS

Students must earn a minimum of 60 credit hours and have an overall GPA of 2.0 or higher in order to earn a degree.

Courses by Placement/Transfer

The following courses may be prerequisites for your program depending upon your placement scores or transfer evaluation. Advisors can assist you to integrate these into your program of study during your first semester at West Shore. Contact Student Services at 231.843.5510.

| Course Code | Course Title | Credits/ Contact | Yes/No | Completed Term & Grade |
|-------------|------------------------------------|---------------------|--------|---------------------------|
| ENG 098 | Writing Essentials | 3/3 | | |
| MTH 023 | Introduction to Statistics Support | 2/2 | | |
| FYS 101 | First-Year Seminar | 2/2 | | |

Program of Study

| Course Code | Course Title | Credits/ Contact | Pre/Corequisites | Completed Term & Grade |
|----------------------------------|---|---------------------|-----------------------|---------------------------|
| Semester 1 | | | | |
| BIS 160 | Computer Applications: Microsoft Office | 3/4 | | |
| BUS 100 | Introduction to Business | 3/3 | | |
| BUS 101 | Business Mathematics or | 3/3 | MTH 120, or Placement | |
| MTH 123 | Introduction to Statistics | | | |
| Bus Elective | Business Elective (Recommend BUS 103 + BUS 104) | 3/3 | | |
| ENG 111 | English Composition I | 3/3 | ENG 098 or Placement | |
| Total | | 15/16 | | |
| Semester 2 | | | | |
| BIS 110 | Microsoft Outlook | 1/1 | | |
| BUS 112 | Business Law | 3/3 | | |
| BUS 257 or ENG 112 | Business Composition or English Composition II | 3/3 | ENG 111 | |
| General Education Elective | ECO 136 Principles of Microeconomics is recommended or select one from Communications, Humanities and Fine Arts, Math, Science, or Social Science | 3/3 | | |
| MKT 241 | Principles of Marketing | 3/3 | BUS 100 | |
| OIS 150 or OIS 151 | Fundamentals of Keyboarding or Information Keyboarding I | 2/3 | May be waived | |
| Total | | 15/16 | | |
| Semester 3 | | | | |
| ACC 121 | Principles of Accounting I | 4/5 | | |
| BIS 211 | Advanced Applications: Excel | 3/4 | BIS 160 | |
| ECO 136 or ECO 137 | Principles of Microeconomics or Principles of Macroeconomics | 3/3 | | |
| MGT 201 | Principles of Management | 3/3 | Coreq BUS 100 | |
| BUS 299 or Bus Elective | Business Internship or Business Elective | 3/3 | Approved Application | |
| Total | | 16/18 | | |
| Semester 4 | | | | |
| ACC 122 | Principles of Accounting II | 4/5 | ACC 121 | |
| Business Elective | Business Elective | 3/3 | | |
| MGT 202 | Human Resource Management | 3/3 | BUS 100 | |
| MGT 205 | Small Business Management | 3/3 | MGT 201 | |
| BUS 201 or Hum Elec | Business Ethics or Select one Humanities Elective | 3/3 | | |
| Total | | 16/17 | | |
| Degree Total | | 62/67 | | |