

COUNTY COLLEGE OF MORRIS
CURRICULUM CHECK SHEET
Requirements for Graduation
A. S. DEGREE

#2110
BUSINESS ADMINISTRATION

FOUR YEAR TRANSFER
PROGRAM

FALL 2024

COURSE	CODE	CR	GR	TR
General Education Foundation (31 CR)				
COMMUNICATION (6 CR)				
English Composition I	ENG 111	3		
English Composition II	ENG 112	3		
MATH/SCIENCE/TECHNOLOGY (10/12 CR)+				
Restricted Math Elective		3/4		
Restricted Math Elective		3/4		
Laboratory Science Elective		4		
SOCIAL SCIENCE (3 CR)				
Principles of Economics I**	ECO 211	3		
HUMANITIES (3 CR)+				
Restricted History Elective		3		
SOCIAL SCIENCE/HUMANITIES (3 CR)				
Principles of Economics II	ECO 212	3		
GENERAL EDUCATION ELECTIVES (6 CR)*				
		3		
		3		
BUSINESS CORE (29 CR)				
Principles of Accounting I**	ACC 111	3		
Principles of Accounting II	ACC 112	3		
Introduction to Business	BUS 112	3		
Principles of Management***	BUS 215	3		
Business Information Systems	BUS 119	3		
Principles of Marketing I	MKT 113	3		
Business Elective+		3		
Business Elective+		3		
Business Elective+		3		
Free Elective+		2		
TOTAL		60		

NOTES:

This is an unofficial document and should be used for academic planning purposes only. All students are required to see their academic advisor each semester to discuss and approve their selection of courses before they register.

To reach your academic advisor, contact the Business Department in Cohen Hall, CH 204 (973) 328-5656; or log onto your Student Planning account and click on the 'advising tab' or go to www.ccm.edu, and search for "who is my academic advisor."

To determine the transferability of your courses to participating NJ Colleges & Universities, access www.njtransfer.org.

+See back page for more information on Math, History, Lab Science, General Education, Business, and free elective choices. When choosing Math electives, students planning to transfer to a 4-year college/university, should consult with CCM's Transfer Coordinator.

*Students should consult with an academic advisor or the Transfer Coordinator in choosing their General Education electives. Some 4-year colleges/universities require 6 credits of a foreign language.

**Students who do not pass the Accuplacer Algebra Test (or do not meet the equivalent score through other evaluations/assessments) are required to take MAT 016 Intermediate Algebra or an equivalent as a prerequisite for ACC 111 and ECO 211.

***ENG 111, ENG 112, English Composition I & II and BUS 119, Business Information Systems & Applications are prerequisites.

Business Administration #2110

Suggested Sequence by Semester

This suggested sequence does not include any required developmental courses.

Degree completion time may vary depending upon the number of credits taken each semester.

SEMESTER I			CREDITS	SEMESTER II			CREDITS
English Composition I	ENG 111	3	English Composition II	ENG 112	3		
Math Elective		3	Math Elective		3		
Introduction to Business	BUS 112	3	General Education Elective		3		
Business Information Systems	BUS 119	3	Principles of Accounting II	ACC 112	3		
Principles of Accounting I	ACC 111	3	Principles of Marketing I	MKT 113	3		
	TOTAL	15		TOTAL	15		
SEMESTER III			SEMESTER IV				
General Education Elective	ECO 211	3	Free Elective		2		
Business Electives		6	Lab Science Elective		4		
Principles of Economics		3	Business Elective		3		
Principles of Management	BUS 215	3	Restricted History Elective		3		
	TOTAL	15	Principles of Economics II	ECO 212	3		
			TOTAL	15			

MATHEMATICS: Select two Mathematics courses (please check prerequisites before enrolling in a Mathematics course):

MAT 110 College Algebra (3 CR)	MAT 123 Pre-calculus (4 CR)	MAT 131 Analytic Geometry & Calculus 1 (4 CR)
MAT 117 Mathematical Analysis for Business & Economics (3 CR)	MAT 124 Statistics (3 CR)	Or any Higher-Level Math Courses
MAT 118 Calculus for Business & Economics (3 CR)	MAT 130 Probability and Statistics (4 CR)	

***Note:** Students will not receive credit towards graduation for more than one of these courses: MAT 124 and Mat 130.

Please note some colleges require MAT 124 or MAT 130, MAT 118, MAT 123 and/or MAT 131; consult with a Business Advisor or Transfer Coordinator. MAT 124 OR MAT 130 is strongly recommended for transfer.

LABORATORY SCIENCE: Select a 4 credit Laboratory Science course from the list of approved General Education courses. Recommended courses for Non-Science majors are:

BIO 127 Biology of Environmental Concerns	BIO 132 Concepts in Biology	BIO 133 Human Biology	CHM 105 Forensic Science
CHM 117/118 Introductory Chemistry Lecture/Lab	SCI 118 General Astronomy	PHY 103 Concepts of Physics	PHY 118 Meteorology
BIO 129 Introduction to Botany			

HISTORY: Select a History course from the General Education Humanities list (under History).

GENERAL EDUCATION ELECTIVES: Select two courses from the General Education list. Students should consult with a Business or Transfer advisor when choosing General Education electives. Some 4-year colleges require 6 credits of a foreign language or additional Math courses as graduation requirements.

BUSINESS ELECTIVES: Students may take any course with an ACC, BUS or MKT prefix (outside of the required Business Core courses) to meet the 9 credit Business Elective requirement. Please note that some courses are offered every semester, while others are only offered once a year. Please check Student Planning for the schedule by term. The following is the list of planned business electives for the academic year:

ACC 105 Computerized Accounting	BUS 213 Business Law I	BUS 242 Customer Relations
ACC 108 Hospitality Accounting	BUS 218 Investment Principles	MKT 114 Principles of Marketing II
ACC 203 Payroll Accounting	BUS 219 Small Business Operations	MKT 207 Introduction to Services Marketing
BUS 135 Intro International Business	BUS 227 Internship Experience-45-100 hours (1 CR)	MKT 208 Social Media Marketing
BUS 136 Personal Finance	BUS 228 Internship Experience-90-200 hours (2 CR)	MKT 210 Social Media Analytics
BUS 210 Entrepreneurial Leadership & Mindset	BUS 229 Internship Experience-135-300 hrs. (3 CR)	MKT 211 Digital Advertising
BUS 211 Money & Banking	BUS 233 Principles of International Business	MKT 215 Sales Principles and Practices
BUS 212 Principles of Finance	BUS 239 Entrepreneurial Mindset & Innovation	MKT 218 Advertising

Students may also choose 6 credits of the 9-credit requirement from the following list:

CMP 128 Computer Science I	COM 111 Introduction to Journalism	MAT 114 Introduction to Data Science
CMP 131 Fundamentals of Programming	COM 209 Editing and Publication Design	MAT 118 Calculus for Business
CMP 239 The Internet & Web Page Design	HOS 118 Introduction to the Hosp. Industry	MAT 123 Pre-Calculus
CMP 262 Data Science Programming	PHL 118 Philosophy of Leadership	MAT 131 Analytical Geometry & Calculus
CMP 291 Database Programming	MUS 166 Intro to Music Business	

NOTE: Students will not receive credit towards graduation for more than one of the following courses: (CMP 135, CMP 126, and BUS 119), (BUS 135, BUS 233, MKT 210, and MKT 211) and (BUS 242 and MKT 207). **CERTIFICATES:** Students interested in obtaining a Small Business Management Certificate, Finance Certificate, or the Social Media Marketing and Communication Certificate should consider using their Business electives to fulfill those requirements. **Students will not receive credit for both MKT 210 and MKT 211**

FREE ELECTIVES: Students may take any 2-credit course. The Business department offers the following 2-credit courses; Internship-work experience (BUS 228) and BUS 200, Business Case Methodologies; the Communication department offers COM 113 Professional Communications. Students can also take any 3-credit course. Since the program is 60 credits, these 2 credits may be met with two, 4 credit math electives (e.g. MAT 123, MAT 130 or MAT 131).

HONORS COURSES: You may be eligible to take honors courses. Discuss this option with your Academic Advisor.

GENERAL EDUCATION: [Click here for the most recent General Education course list.](#)