

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

#3400
BUSINESS PROFESSIONAL

CAREER ORIENTED PROGRAM
NON-TRANSFER PROGRAM

Name: _____
 ID _____ Total Transfer Credits _____

Date _____

FALL 2020

COURSE	CODE	CR	GR	TR
General Education Foundation (21 CR)				
COMMUNICATION (6 CR)				
English Composition I	ENG 111	3		
English Composition II	ENG 112	3		
MATH/SCIENCE/TECHNOLOGY (3 CR)				
Restricted Math Elective*		3		
SOCIAL SCIENCE (3 CR)				
Elements of Economics**	ECO 113	3		
Principles of Economics	ECO 211			
GENERAL EDUCATION (9 CR)				
General Psychology	PSY 113	3		
Speech Fundamentals	COM 109	3		
Intercultural Communications	ISA 110	3		
BUSINESS CORE (36 CR)				
Introduction to Business	BUS 112	3		
Business Information Systems & Applications	BUS 119	3		
Principles of Marketing I	MKT 113	3		
Business Law I	BUS 213	3		
Principles of Management***	BUS 215	3		
Computerized Accounting	ACC 105	3		
Internship Exp – Business (135-300 hrs)	BUS 229	3		
Internship Exp – Business (90 – 200 hrs)	BUS 228	2		
Internship Exp – Business (45 – 100 hrs)	BUS 227	1		
Business Electives Tracks (15 CR)****		15		
FREE ELECTIVES (3 CR)				
		3		
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 Advisors each semester to discuss and approve their selection of courses before they register. Due to continual program revisions mandated by accrediting agencies and/or changes in state mandated requirements, students should consult their academic advisor when selecting courses. Please contact the **Business Department in Cohen Hall, CH 206 (973) 328-5656** for information about the advisement process.

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

*See back page for list of accepted Math courses.

**ECO 113 Elements of Economics only requires one developmental non-credit Algebra course and does not transfer well to 4 year colleges.

***BUS 215 Prerequisites: ENG 111, ENG 112 and BUS 119.

**** See back page for list of electives by track.

Although the A.A.S. degree is a career-oriented program, selected four-year institutions may provide graduates of this program opportunity for transfer. For more information Contact the Transfer Coordinator and/or your academic advisor.

Students will not receive credit towards graduation for more than one of the following courses: CMP 135, CMP 126 or BUS 119.

Students will not receive credit towards graduation for more than one of the following courses: BUS 201 and PSY 231 or BUS 135 and BUS 233.

Speak to your Advisor about completing a certificate in Small Business Management, Finance or Business Fundamentals as part of the A.A.S. Business Professional degree.

Business Professional
3400
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			SEMESTER II		
English Composition I	ENG 111	3	English Composition II	ENG 112	3
Restricted Math Elective		3	Elements of Economics OR	ECO 113	3
Computerized Accounting	ACC 105	3	Principles of Economics	ECO 211	
Intro to Business	BUS 112	3	Principles of Marketing	MKT 113	3
Business Information Systems	BUS 119	3	General Psychology	PSY 113	3
			Business Elective by Track		3
	TOTAL	15		TOTAL	15
SEMESTER III			SEMESTER IV		
Speech Fundamentals	COM 109	3	Principles of Management	BUS 215	3
Business Law	BUS 213	3	Work Experience	BUS 229	3
Intercultural Communications	ISA 110	3	Business Electives by Track		6
Business Electives by Track		6	Free Elective		3
	TOTAL	15		TOTAL	15

Math Elective: MAT 124 (3 CR) Statistics is recommended. However MAT 117 (3 CR) Math Analysis for Business & Economics, MAT 110 (3 CR) College Algebra, MAT 130 (4 CR) Probability and Statistics or MAT 120 (4 CR) Math for the Liberal Arts may be substituted. If MAT 120 is chosen, only one non-credit developmental Algebra course is required prior.

Business Elective Tracks: Choose one of the following tracks. Complete all courses from one of the following tracks.

Sales/Marketing	Accounting/Financial Management	Management	Entrepreneurship	Administrative Support
Designed for students aspiring for a career in sales	Designed for students interested in careers in bookkeeping, banking and cash management	Designed for students interested in careers in retail management, aviation, manufacturing, etc.	Designed for students interested in owning and operating their own business.	Designed for students interested in a career as an administrative assistant.
MKT 114 Principles of Marketing II	ACC 111 Principles of Accounting I	BUS 242 Customer Relations	BUS 219 Small Bus Operations	MED 110 Multimedia I
MKT 218 Advertising	ACC 112 Principles of Accounting II	BUS 233 Principles of International Business	CMP 239 The Internet and Web Page Design	CMP 200 Operating Systems & Utilities
MKT 215 Sales Principles and Practices	BUS 211 Money and Banking	9 credits of any ACC, BUS, MKT or AVT elective (not already taken)	9 Credits from the following: MKT 215 Sales Principles & Practices MKT 208 Social Media Marketing	CMP 239 The Internet and Web Page Design
BUS 242 Customer Relations	BUS 212 Principles of Finance		MKT 218 Advertising	CMP 207 Electronic Spreadsheets
3 credits of any BUS or MKT elective (not already taken)	BUS 218 Investment Principles or BUS 136 Personal Finance		BUS 242 Customer Relations HOS 118 Intro to Hospitality HOS 120 Hotel/Hospitality Mgt.	BUS 242 Customer Relations