BUSINESS ADMINISTRATION, LIBERAL ARTS (AA)

Degree: Associate of Arts
Major: Liberal Arts
Emphasis: Business Administration
Program Code: 2141

The Associate of Arts (AA) degree is designed for students who intend to continue their education and obtain a baccalaureate degree. The AA is also an appropriate choice for students who will take upper division coursework in the arts, humanities, or social and behavioral sciences. The degree program includes the Colorado Statewide Essential Learning Core and meets the lower-division Essential Learning requirements at most public institutions in Colorado. The Business Administration AA degree, in addition to providing students with Essential Learning coursework, is useful in giving students an overview of the business world.

For more information on what you can do with this major, visit Career Services' What to Do with a Major? resource.

All CMU/CMU Tech associate graduates are expected to demonstrate proficiency in specialized knowledge/applied learning, quantitative fluency, communication fluency, critical thinking, personal and social responsibility, and information literacy. In addition to these campus#wide student learning outcomes, graduates of this major will be able to:

1. Locate, gather and organize information on an assigned business topic. (Specialized Knowledge)
2. Recognize mathematical concepts and methods in relation to business issues. (Quantitative Fluency)
3. Communicate clearly and appropriately basic business information. (Communication Fluency)
4. Describe beginning business concepts in appropriate business contexts. (Critical Thinking)

Requirements

Each section below contains details about the requirements for this program. Select a header to expand the information/requirements for that particular section of the program's requirements.

To print or save an overview of this program's information, including the program description, learning outcomes, requirements, suggested course sequencing (if applicable), and advising and graduation information, scroll to the bottom of the left-hand navigation menu and select "Print Options." This will give you the options to either "Send Page to Printer" or "Download PDF of This Page." The "Download PDF of This Page" option prepares a much more concise presentation of all program information. The PDF is also printable and may be preferable due to its brevity.

Institutional Degree Requirements

The following institutional degree requirements apply to all CMU or CMU Tech Associate of Arts (AA) degrees. Specific programs may have different requirements that must be met in addition to institutional requirements.

- 60 semester hours total.
- Students must complete a minimum of 15 of the final 30 semester hours of credit at CMU/CMU Tech.
- 2.00 cumulative GPA or higher in all CMU/CMU Tech coursework.
- A grade of "C" or higher must be earned in all Essential Learning courses in order to be accepted for transfer under the Colorado Core Transfer Consortium General Education curriculum or gtPathways, Colorado's guaranteed transfer program.
- A course may only be used to fulfill one requirement for each degree/certificate.
- No more than six semester hours of independent study courses can be used toward the degree.
- Non-traditional credit, such as advanced placement, credit by examination, and credit for prior learning, is limited by the institutional residency requirements for an associate of arts degree. Cooperative education and internship courses may be taken multiple times, up to a maximum of 15 credit hours.
- Pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- Capstone exit assessment/projects (e.g., Major Field Achievement Test) requirements are identified under Program-Specific Degree Requirements.
- The Catalog Year determines which program sheet and degree requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements you should follow.
- See "Requirements for Undergraduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.

Essential Learning Requirements

(31 semester hours)

See the current catalog for a list of courses that fulfill the requirements below. If a course is an Essential Learning option and a requirement for your major, you must use it to fulfill the major requirement and make a different selection for the Essential Learning requirement.

Code	Title	Semester Credit Hours
English [1]		
ENGL 111	English Composition I-GTCO1	3
ENGL 112	English Composition II-GTCO2	3
Mathematics [1]		
MATH 113	College Algebra-GTMA1 (or higher) [2]	3
History		
Select one History course		3
Humanities		
Select one Humanities course		3
Social and Behavioral Sciences		
ECON 201	Principles of Macroeconomics-GTSS1	3
ECON 202	Principles of Microeconomics-GTSS1	3
Fine Arts		
Select one Fine Arts course		3
Natural Sciences		
Select one Natural Sciences course		3
Select one Natural Sciences course with a lab		4
Total Semester Credit Hours		**31**

[1] Must receive a grade of "C" or better and must be complete by the time the student has 60 semester hours.
[2] This is a 4 credit course. 3 credits apply to the Essential Learning requirements and 1 credit applies to general elective credit.

Other Lower Division Requirements

Code	Title	Semester Credit Hours
Wellness Requirement		
KINE 100	Health and Wellness	1
Select one Activity course		1
Total Semester Credit Hours		**2**

Program Specific Degree Requirements

(21 semester hours)

Code	Title	Semester Credit Hours
Required Courses		
ACCT 201	Principles of Financial Accounting	3
ACCT 202	Principles of Managerial Accounting	3
BUGB 101	Introduction to Business	3
BUGB 211	Business Communications	3
BUGB 231	Survey of Business Law	3
Select one of the following courses:		3
STAT 200	Probability and Statistics-GTMA1	
CISB 241	Introduction to Business Analysis [1]	
CISB 101	Business Information Technology	3
Total Semester Credit Hours		**21**

[1] Requires additional prerequisites not listed here.

General Electives

(6 semester hours)

Code	Title	Semester Credit Hours
MATH 113	College Algebra-GTMA1	1
Select additional electives		5
Total Semester Credit Hours		**6**

Suggested Course Plan

First Year		
Fall Semester		**Semester Credit Hours**
ENGL 111	English Composition I-GTCO1	3
BUGB 101	Introduction to Business	3
MATH 113	College Algebra-GTMA1	4
Essential Learning - Natural Science without Lab		3
KINE 100	Health and Wellness	1
Wellness Requirement – KINA Activities Course		1
	Semester Credit Hours	**15**
Spring Semester		
ENGL 112	English Composition II-GTCO2	3
CISB 101	Business Information Technology	3
Essential Learning - Natural Science with Lab		4
Essential Learning - History		3
Essential Learning - Humanities		3
	Semester Credit Hours	**16**
Second Year		
Fall Semester		
ACCT 201	Principles of Financial Accounting	3
ECON 201	Principles of Macroeconomics-GTSS1	3
STAT 200 or CISB 241	Probability and Statistics-GTMA1 or Introduction to Business Analysis	3
Essential Learning - Fine Arts		3
General Elective		3
	Semester Credit Hours	**15**
Spring Semester		
ACCT 202	Principles of Managerial Accounting	3
ECON 202	Principles of Microeconomics-GTSS1	3
BUGB 211	Business Communications	3
BUGB 231	Survey of Business Law	3
General Elective		2
	Semester Credit Hours	**14**
	Total Semester Credit Hours	**60**

Students that intend to continue with Colorado Mesa University should take ESSL 290 and ESSL 200 during the final semester of their Associate of Arts work.

Advising and Graduation

Advising Process and DegreeWorks

Documentation on the pages related to this program is intended for informational purposes to help determine what courses and associated requirements are needed to earn a degree. The suggested course sequencing outlines how students could finish degree requirements. Some courses are critical to complete in specific semesters, while others may be moved around. Meeting with an academic advisor is essential in planning courses and altering the suggested course sequencing. It is ultimately the student's responsibility to understand and fulfill the requirements for her/his intended degree(s).

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a degree and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss questions or concerns with their advisor or academic department head. Discrepancies in requirements should be reported to the Registrar's Office.

Graduation Process

Students must complete the following in the first two months of the semester prior to completing their degree requirements:

- Review their DegreeWorks audit and create a plan that outlines how unmet requirements will be met in the final semester.
- Meet with their advisor and modify their plan as needed. The advisor must approve the final plan.

- Submit the “Intent to Graduate” form to the Registrar’s Office to officially declare the intended graduation date and commencement ceremony plans.
- Register for all needed courses and complete all requirements for each degree sought.

Submission deadlines and commencement details can be found on the Graduation web page.

If a student's petition for graduation is denied, it will be their responsibility to apply for graduation in a subsequent semester. A student's “Intent to Graduate” does not automatically move to a later graduation date.