



### AS DEGREE – CODE #0671

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Whether you're interested in the management, administrative, or technical side of modern business, our degree programs will prepare you with the hands-on courses and real-world skills necessary to succeed in this ever-evolving field. Our business administration AS (transfer) program is designed primarily to provide you with the foundation needed to continue your formal education in the business field in a four-year program.

### ADVANTAGES

- Prepares graduates for the rapid pace of technological advancement and an increasingly global society by emphasizing managerial and technical skills and the ability to stay abreast in the dynamic field of business in today's economy.
- Students gain a thorough foundation in written and oral communication, presentation, and decision-making skills, as well as experience working as part of a team.

### Program Student Learning Outcomes

- Recognize the primary theories within the principle functional areas of business.
- Demonstrate professional business communication.
- Illustrate critical thinking and effective decision-making within the principle functional areas of business.
- Identify ethical issues within business.

### DIRECT ENTRY INTO BACCALAUREATE DEGREE PROGRAMS

Alfred State business administration graduates may enter directly into either the business administration BBA, the financial planning BBA, the interdisciplinary studies BTech, or the technology management BBA degree program at Alfred State.

### CONTINUING EDUCATION OPPORTUNITIES

Students may transfer directly into one of our own BBA degree programs or to another college. Although not limited to these schools, common transfer institutions include: Alfred University, St. Bonaventure University, Rochester Institute of Technology, St. John Fisher College, SUNY at Albany, University at Buffalo, SUNY College at Brockport, SUNY College at Fredonia, SUNY College at Geneseo, SUNY College at Oneonta, SUNY College at Oswego, SUNY at Binghamton, Cornell University, Canisius College, Niagara University, and Hilbert College.

### EMPLOYMENT STATISTICS

Employment and continuing education rate of 100 percent – 9 percent are employed; 91 percent continued their education.

### RELATED PROGRAMS

[Accounting](#)  
[Business Administration](#)  
[Financial Planning](#)  
[Marketing](#)  
[Sport Management](#)  
[Technology Management](#)

### ENTRANCE REQUIREMENTS/RECOMMENDATIONS

Required: Algebra, Geometry

Recommended: Algebra 2

### OFFICE OF ACCESSIBILITY SERVICES

Students who believe they need a reasonable accommodation to properly participate in this program may contact Melanie Ryan in the Office of Accessibility Services. This office may be contacted by email at [oas@alfredstate.edu](mailto:oas@alfredstate.edu) or by phone at 607-587-4506. Please keep in mind that some accommodations may take time to implement, so students seeking accommodations are encouraged to contact OAS as early as possible.

### REQUIRED EQUIPMENT

A tier 1 laptop computer is required for students entering this degree program. Laptop specifications are available at [www.alfredstate.edu/required-laptops](http://www.alfredstate.edu/required-laptops).

### BUSINESS ADMINISTRATION - AS DEGREE

#### TYPICAL FOUR-SEMESTER PROGRAM

#### First

ACCT	1124	Financial Accounting	4
COMP	1503	Freshman Composition	3
CISY	xxx3	Computer Elective	3
MATH	xxx3	Math Elective	3
MKTG	2073	Principles of Marketing	3
			16

#### Second

ACCT	2224	Managerial Accounting	4
BUAD	2033	Business Communication	3
LITR	xxx3	Literature Elective	3
MATH	xxx3	Stats I or Stats Method	3
GLST	2113	Global Perspectives:Spcl Topic	3
			16

#### Third

BUAD	3153	Fundamentals of Management	3
BUAD	3043	Business Law I	3
BUAD	4203	Intro Personal Financial Plan	3
ECON	1013	Principles of Macroeconomics	3
XXXX	xxx3	Gen. Ed. Natural Science Elective	3
			15

#### Fourth

ECON	2023	Principles of Microeconomics	3
BUAD	4053	Business Law II	3
XXXX	xxx3	Gen. Ed. Elective	3
XXXX	xxx3	Business or Computer Elective	3
XXXX	xxx3	Gen. Ed. Elective	3
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\* Calculus I is essential to achieving junior status in business programs at the following SUNY campuses: the University at Buffalo, Binghamton University, and the University at Albany. Therefore, Calculus I is recommended if you are continuing your education at any one of those universities.

### GRADUATION REQUIREMENTS

62 semester hours with a 2.0 cumulative index.

### END-OF-PROGRAM EXAM REQUIREMENTS

All students are required to complete an end-of-program exam. This exam will be taken in the capstone course for the student's specific program in BUAD 4053 Business Law II. The end-of-program exam will also be

considered an assignment in the capstone course. The benefit of taking the end-of-program exam is to test the student's knowledge at the time of graduation. Students may include the progress from the end-of-program exams on their resume. Taking the end-of-program exam will have some fees, which are currently \$23 per exam. Exams will be taken once and they will impact the student's capstone course grade by 5%. Please refer to the syllabi for the relevant capstone course to know the grading scale for the end-of-program exam.

The end-of-program exams are **required**, *not optional*.

Information on how to take the exams will be given in the course prior to the end-of-program exam.

#### **How should I prepare for the assessment exam?**

The comprehensive end-of-program exam covers topics taught throughout the degree program, which are aligned to the topics required for accreditation. The preparation for the exam comes from your educational experience with the school, specifically through the required courses for your degree. The exam assesses the foundational knowledge areas for your discipline.