

DURHAM TECHNICAL COMMUNITY COLLEGE PLAN OF STUDY

Revised Fall 2024
5 Semesters

**BUSINESS ADMINISTRATION
Associate Degree (A25120)**

Catalog/Academic Year 2025-2026

Key to symbols after some courses:

* Developmental courses may be required based on college placement and course requisites.

^{GE} Fulfills the general education requirements for this degree.

FIRST FALL SEMESTER

| Term A | Term B | 16 Weeks | Course | Hours Class | Hours Lab | Hours Work | Hours Credit | Program Remarks |
|--------|--------|----------|--|-------------|-----------|------------|--------------|-----------------|
| | X | | ACA 122 College Transfer Success | 0 | 2 | 0 | 1 | |
| X | X | | BUS 110 Introduction to Business | 3 | 0 | 0 | 3 | |
| X | | | CIS 110 Introduction to Computers | 2 | 2 | 0 | 3 | |
| X | | | ENG 111 Writing and Inquiry* ^{GE} | 3 | 0 | 0 | 3 | |
| | X | | MAT 143 Quantitative Literacy* ^{GE} | 2 | 2 | 0 | 3 | |

FIRST SPRING SEMESTER

| Term A | Term B | 16 Weeks | Course | Hours Class | Hours Lab | Hours Work | Hours Credit | Program Remarks |
|--------|--------|----------|---|-------------|-----------|------------|--------------|-----------------|
| X | | | ACC 120 Principles of Financial Accounting* | 3 | 2 | 0 | 4 | |
| X | X | | BUS 115 Business Law I | 3 | 0 | 0 | 3 | |
| X | X | | BUS 137 Principles of Management | 3 | 0 | 0 | 3 | |
| | X | | HUM 115 Critical Thinking* ^{GE} | 3 | 0 | 0 | 3 | |

SUMMER TERM

| 8 Weeks | Course | Hours Class | Hours Lab | Hours Work | Hours Credit | Program Remarks |
|---------|---|-------------|-----------|------------|--------------|-----------------|
| X | COM 231 Public Speaking* ^{GE} | 3 | 0 | 0 | 3 | |
| X | ECO 251 Principles of Microeconomics* OR | 3 | 0 | 0 | 3 | |
| X | ECO 252 Principles of Macroeconomics* | 3 | 0 | 0 | 3 | |
| X | PSY 150 General Psychology* ^{GE} | 3 | 0 | 0 | 3 | |

SECOND FALL SEMESTER

| Term A | Term B | 16 Weeks | Course | Hours Class | Hours Lab | Hours Work | Hours Credit | Program Remarks |
|--------|--------|----------|--|-------------|-----------|------------|--------------|-----------------|
| | X | | BUS 217 Employment Law and Regulations | 3 | 0 | 0 | 3 | Online |
| X | | | BUS 225 Business Finance | 2 | 2 | 0 | 3 | Online |
| X | | | INT 110 International Business | 3 | 0 | 0 | 3 | Online |
| X | X | | MKT 120 Principles of Marketing | 3 | 0 | 0 | 3 | |
| X | X | X | Major Elective | | | | TBD | |

SECOND SPRING SEMESTER

| Term A | Term B | 16 Weeks | Course | Hours Class | Hours Lab | Hours Work | Hours Credit | Program Remarks |
|--------|--------|----------|---|-------------|-----------|------------|--------------|-----------------|
| X | | | BUS 153 Human Resource Management | 3 | 0 | 0 | 3 | Online |
| | X | | BUS 239 Business Applications Capstone | 2 | 2 | 0 | 3 | Online |
| | X | | BUS 255 Organizational Behavior in Business OR | 3 | 0 | 0 | 3 | Online |
| | X | | BUS 270 Professional Development | 3 | 0 | 0 | 3 | Online |
| X | | | CTS 130 Spreadsheet OR | 2 | 2 | 0 | 3 | |
| X | | | DBA 110 Database Concepts | 2 | 3 | 0 | 3 | |
| X | X | X | Major Elective | | | | TBD | |

MINIMUM SEMESTER HOURS REQUIRED FOR AAS DEGREE

65

Major Elective – Minimum of 6 hours credit from the following:

ACC 121, BUS 125, BUS 139, BUS 234, BUS 245, MKT 123, MKT 220, WBL 110 AND WBL 111 (WBL courses must be taken together)

For additional information about requirements and graduation, please refer to the [Curriculum Program Completion and Graduation](#) policy. Program-specific criteria may be found on the respective [Programs](#) page. For questions about this program, consult the Program Director or an advisor for assistance.