

# Business Administration (A25120)

## Curriculum Sequence Checklist

Effective Fall 2025

### Developmental Courses

Table 1: Overview of developmental courses required for 100 level English and math courses

| ENG 025 |         |
|---------|---------|
| MAT 025 | MAT 035 |

### 1st Semester (Full Time Student)

Table 2: Overview of 1st semester (Fall) courses [14-15 credit hours].

| ✓ | Course:                                  | Course Name:                                           | Credit Hour(s): | Prerequisite:                      | Corequisite : | Notes:                                                                                                                       |
|---|------------------------------------------|--------------------------------------------------------|-----------------|------------------------------------|---------------|------------------------------------------------------------------------------------------------------------------------------|
|   | <b>ACA 115</b><br>Or<br><b>ACA 122</b>   | Success & Study Skills                                 | 1               |                                    |               |                                                                                                                              |
|   | <b>ENG 111</b>                           | Writing & Inquiry                                      | 3               | DRE 098 or<br>ENG 025              |               |                                                                                                                              |
|   | <b>MAT 143</b><br>-OR-<br><b>MAT 152</b> | Quantitative Literacy<br>-OR-<br>Statistical Methods I | 3<br>4          | DRE 098 &<br>DMA 050 or<br>MAT 025 |               |                                                                                                                              |
|   | -OR-<br><b>MAT 171</b>                   | -OR-<br>Precalculus Algebra                            | 4               | DMA 080 or<br>MAT 035              |               |                                                                                                                              |
|   | <b>ACC 120</b>                           | Principles of Financial Accounting                     | 4               |                                    |               | <b>Classroom: Fall, Spring</b><br><b>Online: Fall, Spring, Summer</b><br><br>*Important prerequisite for future ACC courses. |
|   | <b>BUS 110</b>                           | Introduction to Business                               | 3               |                                    |               | <b>Classroom: Fall, Spring</b><br><b>Online: Fall, Spring, Summer</b><br><br>*Important prerequisite for future BUS courses. |

### 2nd Semester (Full Time Student)

Table 3: Overview of 2nd semester (Spring) courses [16 credit hours]

| ✓ | Course:        | Course Name:                        | Credit Hour(s): | Prerequisite:         | Corequisite : | Notes:                                                  |
|---|----------------|-------------------------------------|-----------------|-----------------------|---------------|---------------------------------------------------------|
|   | <b>ACC 121</b> | Principles of Managerial Accounting | 4               | ACC 120               |               | <b>Classroom: Spring</b><br><b>Online: Fall, Summer</b> |
|   | <b>BUS 115</b> | Business Law I                      | 3               | DRE 097 or<br>ENG 025 |               | <b>Online: Fall, Spring</b>                             |

|  |                |                                      |   |                     |  |                                                                                |
|--|----------------|--------------------------------------|---|---------------------|--|--------------------------------------------------------------------------------|
|  | <b>CIS 110</b> | Introduction to Computers            | 3 |                     |  | <b>Classroom: Fall, Spring<br/>Online: Fall, Spring, Summer</b>                |
|  |                | Communications Elective              | 3 | Course<br>Dependent |  | <b>Select one of the following:<br/>COM 110, COM 120, COM 140,<br/>COM 231</b> |
|  | <b>ENG 114</b> | Professional Research &<br>Reporting | 3 | ENG 111             |  |                                                                                |

### 3rd Semester (Summer)

Table 4: Overview of 3rd semester (Summer) courses [9 credit hours].

| ✓ | Course:        | Course Name:                  | Credit<br>Hour(s): | Prerequisite:       | Corequisite: | Notes:                                                                                                                                                                                             |
|---|----------------|-------------------------------|--------------------|---------------------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | <b>BUS 151</b> | People Skills                 | 3                  |                     |              | <b>Online: Fall, Spring, Summer</b>                                                                                                                                                                |
|   | <b>BUS 240</b> | Business Ethics               | 3                  | BUS 110             |              | <b>Online: Fall, Spring, Summer</b>                                                                                                                                                                |
|   |                | Humanities/Fine Arts Elective | 3                  | Course<br>Dependent |              | <b>Choose from one of the<br/>following: ART 111, ART 114,<br/>COM 140, DRA 111, HUM 110,<br/>HUM 115, HUM 120, HUM 130,<br/>MUS 110, MUS 112, PHI 215, PHI<br/>240, REL 110, REL 211, REL 212</b> |

### 4th Semester (Fall)

Table 5: Overview of 4th semester (Fall) courses [ 15 credit hours].

| ✓ | Course:        | Course Name:                 | Credit<br>Hour(s): | Prerequisite: | Corequisite: | Notes:                                                          |
|---|----------------|------------------------------|--------------------|---------------|--------------|-----------------------------------------------------------------|
|   | <b>BUS 137</b> | Principles of Management     | 3                  | BUS 110       |              | <b>Online: Fall, Spring, Summer</b>                             |
|   | <b>BUS 125</b> | Personal Finance             | 3                  |               |              | <b>Classroom: Fall<br/>Online: Spring</b>                       |
|   | <b>CTS 130</b> | Spreadsheet I                | 3                  |               |              | <b>Online: Fall, Spring, Summer</b>                             |
|   | <b>ECO 251</b> | Principles of Microeconomics | 3                  |               |              | <b>Classroom: Fall, Spring<br/>Online: Fall, Spring, Summer</b> |
|   | <b>MKT 120</b> | Principles of Marketing      | 3                  |               |              | <b>Online: Fall ONLY</b>                                        |

----- Check for completion of Business Administration Certificate (C25120A): BUS 110, BUS 137, BUS 151 & BUS 240

----- Check for completion of Budgeting/Finance Certificate (C25120C): ACC 120, ACC 121, BUS 225 & ECO 251 or ECO 252

## 5th Semester (Full Time Student)

Table 6: Overview of 5th semester (Spring) courses [14-15 credit hours].

| ✓ | Course:        | Course Name:                 | Credit Hour(s): | Prerequisite:         | Corequisite: | Notes:                                                                                    |
|---|----------------|------------------------------|-----------------|-----------------------|--------------|-------------------------------------------------------------------------------------------|
|   | <b>BUS 225</b> | Business Finance             | 3               | ACC 120               |              | Online: Fall, Spring                                                                      |
|   |                | Business Elective            | 2-3             | Course Dependent      |              | Select one of the following:<br>ACC 129, ACC 130, ACC 150,<br>ACC 180, ETR 210 or SPA 120 |
|   | <b>MKT 123</b> | Fundamentals of Selling      | 3               |                       |              | Online: Spring ONLY                                                                       |
|   | <b>INT 110</b> | International Business       | 3               | DRE 097 or<br>ENG 025 |              | Online: Spring ONLY                                                                       |
|   | <b>ECO 252</b> | Principles of Macroeconomics | 3               |                       |              | Online: Fall, Spring, Summer                                                              |

Total: 14-15

----- Check for completion of Marketing Certificate (C25120B): BUS 110, BUS 240, MKT 120 & MKT 123

----- Check for completion of Business Administration Diploma (D25120)

- Courses in **blue** earn a curriculum certificate
- Courses in **purple** earn a curriculum certificate; high school students may complete these to earn the credential early.

Total Credit Hours Needed For Graduation: 68-70

Questions? Contact: [advising@nashcc.edu](mailto:advising@nashcc.edu)