

Business Administration



What is Business Administration?

The Business Administration Program prepares students to transfer into accounting, finance, marketing, management, economics, human resources, or other business-related programs at four-year institutions.

Students may go on to become accountants, financial analysts or advisors, economists, managers, bankers, researchers, public relations personnel, advertising or promotion personnel, business owners or consultants. The potential for growth and advancement is extremely high.

What is the employment outlook for this career?

Job growth in business careers will continue to be strong. Out of the top 10 degrees in demand by employers, six are in business related areas (source: NACE Job Outlook 2024):

- Accounting
- Business Administration/Management
- Economics
- Finance
- Logistics/Materials Management

What are the average earnings in the Business Administration field?

Salary levels vary substantially depending upon the level of job or managerial responsibility, length of service, education, size of firm, location, and industry.

National Average Starting Salaries by Business Major:

- Finance\$64,887
- Marketing.....\$68,492
- Management.....\$62,856
- Accounting\$64,092

Why should I come to HCC?

The Business Administration Program at HCC is a high-quality, reasonably priced route to a four-year degree in a variety of business fields. Articulation agreements with colleges in Maryland, Pennsylvania, and West Virginia, and a dual enrollment program with Shippensburg University, make it extremely easy and efficient for students to transfer from one institution to another and complete their education and business training.



Program Outcomes

1. Apply concepts, methods, processes, and functions of business to operational and decision-making situations.
2. Demonstrate analytical and critical-thinking skills with direct application to business environments.
3. Examine impacts of the current business environment and social issues on business operations and decision-making.



PROGRAM OPTIONS

 A.S. Business Administration

CAREER OUTLOOK

MEDIAN SALARY

\$68K

for business and financial occupations

EMPLOYMENT



706,900 jobs
7% growth in business jobs over next 10 years

(source: www.bls.gov/ooh)

A.S. Degree

Business Administration

The A.S. degree in Business Administration prepares students to transfer to four-year bachelor programs in fields such as management, marketing, economics, human resources, or accounting. The College has articulation agreements with colleges and universities in Maryland and West Virginia, and a unique dual enrollment program with Shippensburg University in Pennsylvania. Students must always confer with transferring institutions as requirements are subject to change.

General Education Requirements 31-32 credits

Arts/Humanities

Select two courses from the approved General Education course list in the Arts/Humanities category 6

Behavioral/Social Sciences

Select two courses from the approved General Education course list in the Behavioral/Social Sciences category 6

Biological/Physical Science

Select two courses from the approved General Education course list in the Biological/Physical Science category; one must be a laboratory course 7-8

Diversity

Select one course from the approved General Education course list in the Diversity category 3

English

A minimum grade of "C" or better is required for ENG-101, ENG-101E, and ENG-101P

ENG 101 English Composition 3
Select another course from the approved General Education list in the English category 3

Mathematics

MAT 160 Precalculus I 3

Program Requirements 12 credits

ACC 101 Principles of Accounting I 3
ACC 102 Principles of Accounting II 3
ECO 201 Macroeconomic Principles 3
ECO 202 Microeconomic Principles 3

Restricted Electives 6-7 credits

Select Restricted Electives credits from the following:

BUS 104	Legal Environment of Business	3
COM 103	Public Speaking	3
ENT 101	Introduction to Entrepreneurship	3
MAT 116	Statistical Reasoning	3
MAT 161	Precalculus II	4
MAT 203	Calculus I	4
MGT 103	Principles of Management	3
MGT 104	Marketing	3
MGT 214	Small Business Management	3
MGT 220	Foundations of Business Analytics	3

Free Electives 9-11 credits

Free electives should be selected in consultation with a transfer advisor and the transfer institution.

Degree Requirement 60

Source: www.mycollegeguide.org



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