



Discover

Schoolcraft College

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Business Administration Transfer Program

You believe the business of America is business. You want to own your own company, manage employees, deal with customers or be part of a creative team that develops a new product. Whether you aspire to own a small business or to sell corporate stocks on Wall Street, you need to follow certain principles, have good math skills and communicate effectively.

The business administration transfer program at Schoolcraft College provides all the freshman and sophomore classes a business major must have before earning a bachelor's degree at a four-year institution.

Schoolcraft students can earn an associate in business administration degree, while following the specific transfer guide that will prepare them to continue on at the university of their choice.

FREQUENTLY ASKED QUESTIONS

What Fields are Related to BUSINESS MAJORS?

Depending on the four-year business school you choose, you can major in such fields as accounting, computer information systems, finance, human resource management, international business, management or marketing.

What Characteristics Do I Need To Work In This Field?

Persons in business should be detailed oriented, good communicators, competent and confident, strategic thinkers, and have a healthy sense of competition. They thrive on setting and achieving goals, are self motivated and organized, and know how to motivate others. The ability to multi-task, and strong math and computer skills also are important.

Where Could I Find a Job?

Businesses are all around us, from the local fast-food franchise to the international conglomerate. Nonprofit, art and educational organizations also need business professionals to run efficiently.

What Is My Employment Outlook?

Employment opportunities are expected to grow faster than the average for Market Researchers through the year 2020. Opportunities for all other occupations are expected to grow as fast as the average.

Related Websites

- Careers in Business: www.careers-in-business.com
- Sales and Marketing Executives International: www.smei.org
- Small Business Administration: www.sba.gov

For More Information

Visit www.schoolcraft.edu where you can view course and program information, schedule a campus tour, apply for admission, and register for courses.

In addition, you can request information by contacting the Admissions and Enrollment Center at 734-462-4426 or admissions@schoolcraft.edu.

employment

JOB TITLES & MEDIAN SALARIES OR HOURLY RATES

Manager Trainee
\$32,256 (Michigan)

Market Researcher*
\$47,099 (Michigan)

Sales Manager
\$58,522 (Michigan)

Business Manager/Owner
\$35,000-\$75,000 (national)

*Educational requirements:
bachelor's degree or higher.

Program Requirements 2012-2013 CATALOG

ASSOCIATE IN BUSINESS ADMINISTRATION (TRANSFER)

Schoolcraft program code # ABA.00401

The Associate in Business Administration (ABA) transfer degree is for students who plan to transfer to a four-year college or university program. The ABA degree provides the framework for four-year college degrees in, but not limited to, the following majors: Accounting, Business Administration, Computer Information Systems, Finance, Human Resource Management, International Business, Management, and Marketing.

Schoolcraft students may complete the ABA by following the requirements specified by the transfer institution and Schoolcraft College. Students are advised to discuss these requirements with their advisor, counselor, or the transfer institution.

1. **English 101 and 102 required**—6 credit hours.
2. **Humanities***—Minimum 8 credit hours in more than one discipline. Art, Communication Arts, English Literature, Foreign Language, History, Humanities, Music, Philosophy, or Theatre.
Communication Arts 103 required.
3. **Mathematics/Sciences**—Minimum 8 credit hours.
One course must be a mathematics course.
One course must be a lab science course in Biology, Chemistry, Geography 105 or 135, Geology, or Physics.
4. **Social Sciences***—Minimum 11 credit hours in more than one discipline.
Anthropology, Geography 133 or 241, History, Political Science, Psychology, or Sociology.
Economics 201 and 202 required.
Political Science 105 recommended.
5. **Additional Required Courses****—11 credit hours.
Accounting 201 and 202 required.
Business 101 required.
6. **General Electives**—Minimum 16 credit hours.
Electives must be chosen from 100- or 200-level courses. The following courses are recommended while referring to the transfer institution's requirements:
Business 207, Mathematics 122, Computer Information Systems 115 or 120 recommended.
7. All courses that apply to this degree must be at the 100- or 200-level.
8. Complete all Schoolcraft College core ability and general education requirements.

* Please note: Students may not use the same History course to satisfy both the Humanities and Social Sciences distribution requirement.

** Occupational courses may not account for more than 15 credits in an ABA degree. Transferable courses may be found on Schoolcraft College's MACRAO list. While occupational courses provide immediate skill-building opportunities, their transferability and value should be discussed with a counselor or advisor.

Virtually any program at Schoolcraft College can be a transfer program if you plan to continue at a four-year institution to earn a bachelor's degree in your major. Visit www.schoolcraft.edu/transfer for information about transfer options. To ensure that the Schoolcraft courses you select are the specific ones required by the four-year college of your choice, be sure to consult regularly with your counselor/advisor.



Schoolcraft College

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It is the policy of Schoolcraft College that no person shall, on the basis of race, color, national origin, gender, age, marital status, creed or disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment.

PROGRAM INFORMATION UPDATED 4-12