

**READING AREA COMMUNITY COLLEGE**  
**CURRICULUM GUIDE –Business Administration (BUS AA) – 63 credits**

**4 SEMESTER PLAN      Catalog: 2012-2013**

**PRE-COLLEGE LEVEL COURSES (BASED ON PLACEMENT TEST RESULTS). COURSES OFFERED ALL SEMESTERS**

Course	Description	CR	GR	SEM	Course	Description	CR	GR	SEM
COM-021	Basics of College Reading	3			COM-040	Basics of College Writing I w/Workshop	4		
COM-061	Advanced Reading	3			COM-041	<b>OR</b> Basics of College Writing I	3		
MAT-010	Math Skills Review *	0			COM-050	Basics of College Writing II w/Workshop	4		
MAT-020	Basics of College Math	3			COM-051	<b>OR</b> Basics of College Writing II	3		
MAT-030	Algebra I	3							
MAT-035	<b>OR</b> Algebra I w/Quadratics	3							

**Note: If you enroll full-time and do not need pre-college level reading/writing/math you can complete the program in four (4) semesters by following this plan.**

**FIRST SEMESTER**

**FALL SEMESTER I (17 credits)**

Course	Course Description	SEM	CR	GR
ORI 102	College Success Strategies	A	2	
COM 121	English Composition	A	3	
ENV 130	The Environment	A	3	
Gen. Ed.	Social Sciences 1	Varies	3	
BUS 100	Introduction to Business	A	3	
Elective 1	See Advisor	Varies	3	

**SECOND SEMESTER**

**SPRING SEMESTER I (15 credits)**

Course	Course Description	SEM	CR	GR
COM 131	Composition & Literature	A	3	
Gen. Ed.	Humanities 1	Varies	3	
IFT 110	Microcomputer Applications	A	3	
MGT 100	Principles of Management	A	3	
Gen. Ed.	MAT course	A	3	

**THIRD SEMESTER**

**FALL SEMESTER II (16 credits)**

Course	Course Description	SEM	CR	GR
Gen. Ed.	Social Science 2	Varies	3	
Elective 2	See advisor	Varies	3	
Gen. Ed.	Humanities 2	Varies	3	
BUS 200	Macroeconomics	A	3	
Gen. Ed.	Science w/ Lab	Varies	4	

**FOURTH SEMESTER**

**SPRING SEMESTER II (15 credits)**

Course	Course Description	SEM	CR	GR
BUS 201	Microeconomics	A	3	
ACC 105	Financial Accounting	A	3	
Gen. Ed.	Elective	Varies	3	
Elective 3	See advisor	Varies	3	
Elective 4	See advisor	Varies	3	