

**ASSOCIATE OF APPLIED SCIENCE -
BUSINESS TECHNOLOGY**

Possible Prerequisites:		Hours
BSYS	1503 Document Formatting	3
ENG	0033 Writing Tutorial (required if ACT 14-18)	NC
MATH	0013 College Math (required if Math ACT below 17)	NC
READ	0023 Developmental Reading (required if Reading ACT below 19)	NC
UNIV	1001 Freshman Seminar	1

General Education Core (15 hours) Hours

ENG	1003 Freshman English I	3
ENG	1013 Freshman English II	3
MATH	1003 Intermediate Algebra (or higher)	3
SOC	2213 Principles of Sociology OR	
SOC	2233 Introduction to Cultural Anthropology	3
SPCH	1203 Oral Communications	3

Business Core (18 hours)

ACCT	2003 Principles of Accounting I	3
BSYS	2563 Business Communications	3
ECON	2313 Principles of Macroeconomics	3
MGMT	2003 Introduction to Management	3
MIS	1503 Microcomputer Applications	3
MKTG	1013 Introduction to Business	3

Emphasis in Marketing/Management (27 hours)

ACCT	2013 Principles of Accounting II	3
BSYS	2583 Spreadsheet for Managerial Decisions	3
ECON	2323 Principles of Microeconomics	3
LAW	2023 Legal Environment of Business	3
MGMT	2043 Supervisory Management	3
MIS	2013 Web Page Design	3

Business Electives (9 hours)

Emphasis in Business Technology Office System (27 hours)

ACCT	2033 Computerized Accounting	3
BSYS	2413 Word Processing I	3
BSYS	2503 Business Office Skills	3
BSYS	2533 Internet, Intranet, and Email Applications For Business	3
MGMT	2043 Supervisory Management	3
MIS	2013 Web Page Design	3

Business Electives (9 hours)

Emphasis in Computer Information Systems (27 hours)

BSYS	2583 Spreadsheets for Managerial Decisions	3
MIS	2013 Web Page Design	3
MIS	2033 Visual Basic Programming	3
MIS	2403 Introduction to Database Management	3
MIS	2813 Desktop Publishing Applications	3
MIS	2873 Structured Programming in the C Language	3

Business Electives (9 hours)

Minimum Required Hours (60)

“ASUN: It’s Closer Than You Think”



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“A Great Place to start!”

Business Programs



“Our Business Is You”

ASU-Newport Business Programs

ASU-Newport's Business Program offers several options for students as they begin their paths to careers in the business field.

The Associate of Applied Science Business Technology degree is a two-year degree designed for persons who wish to complete a degree and go directly into the business world. A student completing this degree may also transition into a Bachelor Degree at a four-year college or university. There are three emphasis areas to choose from in the Associate of Applied Science Business Technology degree:

- Marketing/Management
- Business Technology Office Systems
- Computer Information Systems

Technical Certificates

Technical Certificates are available for students who need to develop or improve job skills to gain immediate access to employment opportunities. A student completing a certificate may also transition into the Associate of Applied Science Business Technology degree. A certificate usually takes one year or less to complete. The Technical Certificates in Business are:

- Office Occupations
- Computer Information Systems
- Computerized Accounting



Certificate of Proficiency

Certificates of proficiency consist of courses that will apply toward technical certificates as well as the associate degree. Check with the division office for specific requirements. These certificates can usually be completed in one semester or less.

Who Should Take These Programs?

These programs are for students who want a four-year degree program in business, or those who want one-half to two years of specialized training and to pursue employment at that time. By completing an Associate of Applied Science degree a student can better prepare for additional college and enhance the possibilities for success in the workplace.

A recent study* found that 49.5% of business in the United States indicated plans to increase the number of two-year graduates they hire.

What are the Career Opportunities?

Graduates of this program may seek employment in accounting, financial services, information technology management, banking, and purchasing.

ASUN's Business Programs offer students several options as they begin their path to a business career including the Associate of Applied Science, technical certificates, and certificates of proficiency. Students may complete a certificate of proficiency which can lead to a technical certificate and then to an associate degree. Thereafter, a student may transfer to a four-year college or university to complete a Bachelor of Science degree.

* Source: Conference Board (Retrieved 2/22/07). The Future Workforce is Here and is Ill-Prepared. Newswise. <http://www.newswise.com/articles/view/523932>.



Online Coursework

At ASU-Newport, students have the opportunity to complete coursework online. Many of the courses required for the certificates of proficiency and technical certificates as well as the associate of applied science degree are offered online.

This means that a student can complete all or most of their coursework online rather than being required to attend the class on campus. The student must have appropriate internet access or be willing to travel to an ASU-Newport laboratory.

Learning at ASU- Newport

Our facilities include current technology and software in our labs. We have added two new study rooms to our library expansion in Walton Hall. You can take a variety of business courses leading to the development of skills needed for Business Administration, Marketing, Management, Computer Programming (business applications/games), Accounting, Business Technology Office System, Computer Applications, Banking, Financial Services, Business Office Occupations, Sales Account Managers, Information Systems, Operations Management, Business and Department Managers, and Purchasing.