Business Administration
Bachelor of Applied Science

The Program
The program stresses a generalist understanding and application of the nature of business in today's and tomorrow's world of employment. Graduates will be prepared to take higher-level positions or become self-employed, and the program is transfer-friendly, convenient, flexible, and affordable.

Student Learning Outcomes
- Students will apply business theories and/or methods to solve problems.
- Students will demonstrate successful individual and collaborative communication skills.
- Students will demonstrate the ability to adapt to change through personal and professional awareness of self, others, and the environment.
- Students will demonstrate proficiency with technology appropriate for the contemporary business environment.

Career Paths
Transfer Friendly. This program is designed to serve the needs of students who have earned A.A., A.S., or A.A.S. degrees. All coursework will transfer into the program.
Convenient. You can complete the B.A.S. on the Mayville State campus or remain near home, work, and family by completing your degree online!
Flexible. The B.A.S. program will give you a strong foundation in business while allowing you to select a specialization area that fits your interests and career plans.

Personal Service
We pride ourselves on being just the right size to give students the time they need to be successful. Our average class size is 15, so you will have small, personalized class settings with a technological focus for you to receive the education that you deserve. Your professors will introduce you to new ways of thinking, explore issues creatively, and evaluate ideas as you engage in the world.

Flexible
You may select from a variety of online course options. Life experience credit may be available for prior work and personal learning experiences. You may enroll as a part-time or full-time student.

Students from across the country have taken advantage of Mayville State’s online delivery of this degree to stay near home, work, and family while earning their four-year degrees.

Success
Our students get jobs. Period. We also have internship opportunities to give you real, hands-on learning experiences and make your resume stand out.

A strong foundation in many disciplines will increase your skill in written and oral communication and critical thinking. The B.U.S. degree can be tailored to include areas of study that most apply to your professional career objectives.

Value
The combination of MSU’s affordability and its unique offerings make it a Best in the Midwest College, as designated by the Princeton Review. MSU was also named one of the 2014 top three Public Regional Colleges in the Midwest by U.S. News & World Report.
Major: Business Administration

This major is designed to provide a flexible, transfer-friendly approach to specifically serve the needs of students who have earned Associate of Arts, Associate of Applied Science or Associate of Science degrees. A previously earned A.A., A.A.S. or A.S. degree will transfer as a block and students will complete a capstone-type program in business administration. Program requirements include 36 hours of essential studies, 27 hours of major core requirements, and 15 hours of supporting course work. A total of no less than 120 semester hours is required for graduation.

Pre-requisite to program entrance: successful completion of A.A., A.A.S. or A.S. program from accredited institution.

Business Administration majors must complete the following essential studies courses: COMM 110, ENGL 110, ENGL 120 or ENGL 125, and MATH 103, which are pre-requisite courses to this major and approved electives to total no less than 120 semester hours. At least 36 semester hours must be in the upper course (300-400) level.

The online B.A.S. degree in business administration coursework is also offered over a rotation schedule with the start-up cycle being offered periodically for new enrollees.

Business Administration - B.A.S.

Core Requirements:

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
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</thead>
<tbody>
<tr>
<td>ACCT 200</td>
<td>Elements of Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 201</td>
<td>Elements of Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 360</td>
<td>Accounting Systems</td>
<td>2</td>
</tr>
<tr>
<td>BADM 301</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>BADM 302</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BOTE 347</td>
<td>Computer Applications in Business</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 323</td>
<td>Managerial Finance</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 334</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 351</td>
<td>Human Resource Management</td>
<td>3</td>
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<tr>
<td>BUSN 482S</td>
<td>Business Comprehensive</td>
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</tbody>
</table>

Sub-total 27 SH

Supporting Course Work and Elective Requirements:

Supporting Course Work of 15 SH: Any BUSN course or other relevant courses that have approval of the advisor.

Electives: Student should consult advisor for selection of additional elective courses to ensure that a total of no less than 120 credits is successfully completed.

Total credits required for a B.A.S. Degree 120 SH

Essential Studies Courses

Business administration majors must complete 36 hours of essential studies requirements, including:

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<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>COMM 110</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
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<tr>
<td>ENGL 110</td>
<td>College Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 120</td>
<td>College Composition II</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Business and Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>MATH 103</td>
<td>College Algebra</td>
<td>3</td>
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Additional Essential Studies Credits 24 SH

Sub-total * 36 SH

*Courses completed as “essential studies courses” in the A.A., A.A.S., or A.S. program will apply to the 36 hour sub-total.

Steps for Admission

1. Apply for Admission
   The first step in becoming a Mayville State student is applying for admission. You can complete your Application for Admission online at: www.mayvillestate.edu. Once there, click on “Apply Now.” A $35 application fee is required.

2. Submit Official College Transcripts
   You must also submit official college transcripts from all schools you have attended. Please have your transcripts mailed to: Admissions Office, Mayville State University, 330 Third Street NE, Mayville, ND 58257.

3. Apply for Financial Aid
   To apply for federal and state financial aid, you must complete the Free Application for Federal Student Aid (FAFSA) and list Mayville State University (Title IV school code 002993) as one of your schools of choice. To receive top priority for grants and loans, submit your FAFSA by March 15 at www.fafsa.ed.gov.

4. Apply for Scholarships & Waivers
   You can be considered for an endowed scholarship. You must complete and submit the Mayville State Scholarship Application. This application can be submitted online at www.mayvillestate.edu/scholarships. The priority date for cultural diversity tuition waivers is March 15.

5. Watch your Mail and Email
   Keep an eye on your mailbox and your email inbox. You will receive a number of important letters and emails from Mayville State including your letter of admission, information about registration, and other important information to get started with your classes.