



At Mayville State, you'll earn more than a degree. You'll earn an education.

## Business Administration • Bachelor of Applied Science Online or On-campus

### Personal Service

We pride ourselves on being just the right size to give students the time they deserve. Our average class size is 15. Your professors will introduce you to new ways of thinking, exploring issues creatively, and evaluating ideas as you engage in the world. You will have small, personalized class settings and the most advanced technology you are likely to see on a college campus.

### Opportunity

You'll have the chance to develop your leadership skills, which will help you succeed in your career after graduation. Athletes can get involved as members of men's and women's sports teams. All students have the opportunity to participate in all sorts of activities and clubs. Campus activities include:

- Theater
- Band & choir
- Campus Crusade
- Science Club
- Comet Radio
- Student government
- Intramural sports, and more.

### Success

Our students get jobs. Period. We also have internship opportunities to give you real, hands-on learning experiences and make your resumé stand out. Job placement rates are consistently 96-98%!

### 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 2013 top three Public Regional Colleges in the Midwest by U.S. News & World Report.



### The Program

Open the door to exciting career opportunities. Earn your Bachelor of Applied Science Degree in business administration from MSU and become more competitive in the work place!

Mayville State University's B.A.S. Degree in business administration provides you with the formal, technology-enriched training and education necessary for employment and advancement in business and industry.

The program stresses a generalist understanding and application of the nature of business in today's and tomorrow's world of work. Graduates are prepared to take higher-level jobs or become self-employed through entrepreneurial ventures. This program is transfer friendly, convenient, flexible and affordable.

### Advantages

**Transfer Friendly.** This program is designed for Associate of Arts (A.A.), Associate of Applied Science (A.A.S.), or Associate of Science (A.S.) graduates. All the credits you earned for your A.A., A.A.S., or A.S. degree will be accepted as a block and applied to the 120 credits required for the B.A.S. degree. Mayville State offers an Associate of Arts in Business Management online which applies directly to this 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 general education and business elective courses that fit your interests and career plans.



1-800-437-4104  
[www.mayvillestate.edu](http://www.mayvillestate.edu)

## A Word About Our Grads

B.A.S. - Business administration graduates find a number of opportunities for advancement within the companies for which they are already working.

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.

Associate degree graduates sometimes find themselves unable to advance in the workplace without a four-year degree. The B.A.S. in business administration allows students with an A.A., A.A.S., or A.S. degree to easily transfer their credits into a four-year degree program that prepares them for new and exciting career opportunities.

## Business Administration - B.A.S.

Successful completion of an Associate of Arts (A.A.), Associate of Science (A.S.), or an Associate of Applied Science (A.A.S.) degree from an accredited institution is a pre-requisite for entrance into the Mayville State Bachelor of Applied Science program. MSU offers the A.A. in Business Management online. All coursework in your previous degree will transfer as a block. You will complete a "capstone"-type program to earn your B.A.S. degree. Program requirements include 36 hours of general education, 27 hours of major core requirements, and 15 hours of supporting coursework. A minimum of 120 semester hours is required for graduation.

## Business Administration - B.A.S.

### Core Requirements (27 hours)

ACCT 200	Elements of Accounting I.....	3
ACCT 201	Elements of Accounting II .....	3
ACCT 360	Accounting Systems.....	2
BADM 301	Principles of Marketing.....	3
BADM 302	Principles of Management.....	3
BUSN 323	Managerial Finance.....	3
BOTE 347	Computer Applications in Business.....	3
BUSN 334	Business Communications.....	3
BUSN 351	Human Resource Management.....	3
BUSN 482S	Business Comprehensive.....	1

### Supporting Courses and Electives

Students should consult their advisors for selection of additional elective courses to ensure a total of no less than 120 hours are successfully completed. At least 36 S.H. must be upper level (300-400) courses.

Business and other relevant hours  
approved by advisor.....16

Total hours for B.A.S. degree.....120

## General Education Courses

Business administration majors must complete 36 hours of general education requirements, including:

- COMM 110 - Fundamentals of Public Speaking
- ENGL 110 - Composition I
- ENGL 120 - Composition II
- MATH 103 - College Algebra
- 24 additional general education hours

NOTE: Courses completed as "general education courses" in the A.A., A.A.S., or A.S. program will apply to the 36 hour general education requirement.

## 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](http://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](http://www.fafsa.ed.gov).

### 4. Apply for Scholarships & Waivers

As an on-campus student, 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](http://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.

