

ASSOCIATE OF ARTS DEGREE PROGRAM

Business Administration

NHSC's Business Administration Program will prepare you for a career in the accounting/business world or for transfer to a four-year college. It also will prepare you for an administrative or management-related career or for development and operation of a small business, depending on the electives you choose. The curriculum is designed to introduce the fundamentals of accounting needed in the business world of today. This includes an understanding of basic concepts and definitions, as well as the characteristics and methods used in modern business. The history, language, social and spiritual culture of the Mandan, Hidatsa and Arikara Nations is incorporated into courses. Instructors actively seek culturally relevant materials to incorporate into the classroom setting.

Career paths available with an associate of arts degree in business administration include:

- Account manager: An account manager works with clients and customers.
- Executive assistant: An executive assistant usually works in an office environment.
- Human resources manager
- Business office manager
- Payroll and benefits administrator

TOGETHER WE THRIVE

Start Your Career Today!



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301 College Drive, New Town, ND 58763



GENERAL EDUCATION COURSES

COURSE/TITLE		CREDITS
ENGLISH & SPEECH (9)		
COMM 110	Fundamentals of Public Speaking	3
ENG 110	Composition I	3
ENG 120	Composition II	3
FOUNDATIONS & FITNESS (2)		
PSY 100	Psychology of Student Success	1
ASMT 200	Assessment of Student Learning	1
HUMANITIES & NATIVE AMERICAN STUDIES (6)		
NAS 201	History of TAT	3
NAS 113/115 or 117	Hidatsa, Mandan, Arikara	3
MATH, SCIENCE & TECHNOLOGY (11 AS ADVISED)		
MA 103 (or above)	College Algebra	4
	Science Elective	4
CSCI 101	Introduction to Computers	3
SOCIAL/BEHAVIORAL SCIENCE (6 AS ADVISED)		
ECON 201	Microeconomics	3
		3
WELLNESS (2 AS ADVISED)		

CORE REQUIREMENTS

COURSE/TITLE		CREDITS
ACCT 200	Accounting I	3
ACCT 201	Accounting II	3
ACCT 203	Business Law	3
BADM 120	Intro to Business	3
BADM 225	Human Behavior in Orgs.	3
BIT 220	Management Info System	3
BOTE 247	Spreadsheets Applications	3
MA 209 or 210	Statway II/Elementary Statistics	4

ELECTIVE REQUIREMENTS

COURSE/TITLE		CREDITS
ACCT 205	Cost Accounting	3
BADM 205	Small Business Management	3
BADM 291	Leadership Development	3
BADM 297	Business Internship	3
BADM 301	Fundamentals of Management	3
BADM 321	Fundamentals of Marketing	3
ECON 202	Macroeconomics	3

<i>Total General Education Requirements Required</i>	36
<i>Total Core Required Credits</i>	25
<i>Electives</i>	3
<i>Total Degree Credits</i>	64