

Bachelor of Science Business Administration

Program Objectives

Students who graduate from the Business Administration Program are equipped with a knowledge of business theories, policies, and procedures and are prepared to take a responsible position within the world of business. The program refines a student's commitment to personal values and moral excellence as well as professional competence.

Program of Study

The degree offered by the Business Administration Department is the Bachelor of Science degree. The curriculum is based in the Liberal Arts, coupled with a sufficient mix of professional courses and a variety of practical business experiences.

BS in Business Administration Concentrations

- Accounting
- Finance (only offered at night)
- Management
- Marketing

Liberal Arts and Sciences Requirements

BSAD 1700 Introduction to Computer Information Systems for Business	3 S.H.
ENGL 1100 Writing I	3 S.H.
ENGL 1200 Writing II	3 S.H.
PHED 1000 Health and Fitness	3 S.H.
MATH 1800 Business Statistics	3 S.H.
MATH 2200 Calculus for Business	3 S.H.
ECON 1100 Principles of Economics I (Macro)	3 S.H.
ECON 1200 Principles of Economics II (Micro)	3 S.H.
SPCH 1000 Introduction to Speech Communications	3 S.H.
Additional Liberal Arts and Sciences requirements	33 S.H.
Subtotal of Liberal Arts and Sciences	60 S.H.

Core Curriculum

For All Business Administration Concentrations:	
BSAD 2010 Introduction to Financial Reporting	3 S.H.
BSAD 2020 Introduction to Managerial Accounting	3 S.H.
BSAD 3200 Principles of Management	3 S.H.
BSAD 3300 Fundamentals of Marketing	3 S.H.
BSAD 3400 Basic Finance	3 S.H.
BSAD 3500 Business Law I	3 S.H.
BSAD 4890 Business Policy and Strategy	3 S.H.
Subtotal Core Curriculum	21 S.H.



Admissions Resources

E-mail: gceadvisor@fsc.edu

Web site: www.fsc.edu/gce

For E-Advising



fsc.edu/gce/virtualadvisor

Library Services: The Amelia V. Gallucci-Cirio Library

The Library is located in the Hammond Building and provides daily services.

Web Site

The FSC Library maintains a home page (www.fsc.edu/library) on the Internet to provide information about the library such as hours, online reference services, research inquiries, and access to the library's catalog.

Online Resources

The library maintains subscriptions to electronic journals and databases that include indexes and abstracts; access to thousands of electronic journals with full-text articles; reference titles; and relevant subject based web-sites. They are available from the library home page and from off campus.

Materials Collection

The library houses an extensive collection of materials to support course work and faculty needs, including approximately 238,000 books, 1,300 print periodical subscriptions, and the complete ERIC document collection (online and microfilm).

Reference Services

The reference desk provides service daily. You can also call the Reference Desk (978-665-3223) or stop by the library for assistance.

Specializations for the Major in Business Administration

Accounting

Required Courses

BSAD 3010 Financial Reporting Theory and Practice I	3 S.H.
BSAD 3020 Financial Reporting Theory and Practice II	3 S.H.
BSAD 3120 Cost Accounting I	3 S.H.
BSAD 4010 Financial Reporting Theory and Practice III	3 S.H.
BSAD 4110 International Accounting and Taxation	3 S.H.
BSAD 4120 Individual Taxation	3 S.H.
BSAD 4140 Auditing	3 S.H.
BSAD 4500 Business Law II	3 S.H.
Electives	15 S.H.

Directed Advanced Elective (choose 1)

BSAD 4100 Consolidation and Mergers	3 S.H.
BSAD 4130 Corporate, Estate, and Gift Taxation	3 S.H.
BSAD 4160 Not-for-Profit Accounting	3 S.H.

Finance

Required Courses

BSAD 3410 Investments	3 S.H.
BSAD 3460 Real Estate Investment and Management	3 S.H.
BSAD 4230 Business Fluctuations and Forecasting	3 S.H.
BSAD 4400 Financial Management of Corporations	3 S.H.
BSAD 4500 Business Law II	3 S.H.
BSAD 4880 International Business Management	3 S.H.
BSAD 5000 Topics in Business	3 S.H.
ECON 2400 Money and Banking	3 S.H.
Electives	15 S.H.

Management

Required Courses

BSAD 3210 Human Resources Management	3 S.H.
BSAD 3220 Production Management	3 S.H.
BSAD 4200 Organizational Behavior and Theory	3 S.H.
BSAD 4210 Social and Political Environment of Business	3 S.H.
BSAD 4230 Business Fluctuations and Forecasting	3 S.H.
BSAD 4880 International Business Management	3 S.H.
Electives	21 S.H.

Marketing

Required Courses

BSAD 3310 Consumer Behavior	3 S.H.
BSAD 3320 Market Research	3 S.H.
BSAD 3330 Advertising	3 S.H.
BSAD 4880 International Business Management	3 S.H.

Choose any three of the following:

BSAD 3340 Small Business Management	3 S.H.
BSAD 3350 Total Quality Management	3 S.H.
BSAD 4300 Sales Management	3 S.H.
BSAD 4310 Retail Marketing	3 S.H.
BSAD 4320 Industrial Marketing	3 S.H.
BSAD 4330 International Marketing	3 S.H.
BSAD 4340 Developing Marketing Strategies	3 S.H.
Electives	18 S.H.
Subtotal of Major and Electives	39 S.H.
Total for degree	120 S.H.

Certificate in Business

The Certificate in Business allows students with or without a college degree to learn the fundamentals of Business Administration. The credit earned for the certificate can be applied to an undergraduate degree in Business or can serve as prerequisites for an MBA or Management Science Program.

Requirements

BSAD 2010 Introduction to Financial Reporting	3 S.H.
BSAD 2020 Introduction to Managerial Accounting	3 S.H.
BSAD 3200 Principles of Management	3 S.H.
BSAD 3300 Fundamentals of Marketing	3 S.H.
BSAD 3400 Basic Finance	3 S.H.
BSAD 3500 Business Law I	3 S.H.

Total for Certificate

18 S.H.

- At least three of the six courses must be completed at Fitchburg State College, including the last two courses
- Students must maintain a cumulative Grade Point Average of 2.0 or better

Office Administration Certificate

There are two phases of course work to attain the Certificate of Office Administration. Phase I can be completed independently of Phase II, but Phase II requires completion of Phase I.

Phase I

Requirements

CSC 1050 Internet Communications	3 S.H.
CSC 1100 Computer Applications	3 S.H.
CSC 1200 Introduction to Microsoft Windows and Word Processing	3 S.H.
BSAD 3200 Principles of Management	3 S.H.
BSAD 2010 Introduction to Financial Reporting	3 S.H.
ENGL 1100 Writing I	3 S.H.

Subtotal Phase I

18 S.H.

Phase II

Requirements

CSC 1300 Introduction to Spreadsheets and Databases	3 S.H.
BSAD 2020 Introduction to Managerial Accounting	3 S.H.
BSAD 3210 Human Resources Management	3 S.H.
BSAD 3500 Business Law I	3 S.H.

Subtotal Phase II

12 S.H.

Total for Certificate

30 S.H.

- At least eight of the ten courses must be completed at Fitchburg State College, including the last two courses
- Students must maintain a cumulative gpa of 2.0 or better

Revised 12/08