GENERAL BUSINESS, A.S.

Begin Campus: Erie
End Campus: Erie

Program Description
The associate degree major in General Business offers an introduction to several aspects of business. In addition, it provides a foundation that allows those students who qualify for admission to baccalaureate degree programs in business to make a smooth transition into four-year business majors offered at Penn State Erie, The Behrend College. The business coursework required by the major introduces students to basics of accounting, economics, management information systems, quantitative business analysis, business law, the social and ethical environment of business, finance, management, marketing, and supply chain management. To complete the major, students have the option of earning a certificate in Oracle or SAP Enterprise Resource Planning (ERP) or Financial Planning. The general education and other requirements of the major provide an opportunity for students to strengthen their skills in oral and written communication and quantitative reasoning which are essential for success in business careers.

What is General Business?
To be successful in any business enterprise, you need foundational education in accounting, economics, management information systems, business analysis, and the legal, ethical, and political environments in which businesses operate. The A.S. in General Business offers you that education.

You Might Like This Program If...
- You want a university credential but aren’t ready to commit to four years of higher education.
- You are looking for a two-year associate degree program.
- You might want to apply the credits earned in the A.S. to a Penn State Behrend bachelor’s degree at some point in the future.

Entrance to Major
Students must have a minimum 2.0 GPA to change to this Associate degree after admission to the University.

Degree Requirements
For the Associate in Science degree in General Business, a minimum of 61 credits is required:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education</td>
<td>21</td>
</tr>
<tr>
<td>Electives</td>
<td>0-1</td>
</tr>
<tr>
<td>Requirements for the Major</td>
<td>51-52</td>
</tr>
</tbody>
</table>

General Education
Connecting career and curiosity, the General Education curriculum provides the opportunity for students to acquire transferable skills necessary to be successful in the future and to thrive while living in interconnected contexts. General Education aids students in developing intellectual curiosity, a strengthened ability to think, and a deeper sense of aesthetic appreciation. These are requirements for all baccalaureate students and are often partially incorporated into the requirements of a program. For additional information, see the General Education Requirements (http://bulletins.psu.edu/undergraduate/general-education/associate-degree-general-education-program) section of the Bulletin and consult your academic adviser.

- Foundations (grade of C or better is required.)
  - Quantification (GQ): 3 credits
  - Writing and Speaking (GWS): 3 credits

Knowledge Domains
- Arts (GA): 3 credits
- Humanities (GH): 3 credits
- Social and Behavioral Sciences (GS): 3 credits
- Natural Sciences (GN): 3 credits

Foundations or Knowledge Domains
- A General Education course selected from GWS, GQ, GN, GA, GH, or GS, and may include Integrative Studies (Inter-domain or Linked) courses: 3 credits

The keystone symbol appears next to the title of any course that is designated as a General Education course. Program requirements may also satisfy General Education requirements and vary for each program.

12 of these 21 credits are included in the Requirements for the Major.

University Degree Requirements

Cultures Requirement
3 credits of United States (US) or International (IL) cultures coursework are required and may satisfy other requirements.

Writing Across the Curriculum
3 credits required from the college of graduation and likely prescribed as part of major requirements.

Total Minimum Credits
A minimum of 60 degree credits must be earned for a associates degree. The requirements for some programs may exceed 60 credits. Students should consult with their college or department adviser for information on specific credit requirements.

Quality of Work
Candidates must complete the degree requirements for their major and earn at least a 2.00 grade-point average for all courses completed within their degree program.

Limitations on Source and Time for Credit Acquisition
Credit used toward degree programs may need to be earned from a particular source or within time constraints (see Senate Policy 83-80 (http://senate.psu.edu/policies-and-rules-for-graduate-students/82-00-and-83-00-degree-requirements/#83-80)). For more information, check the Suggested Academic Plan for your intended program.

Requirements for the Major
This includes 12 credits of General Education courses: 6 credits of GWS courses; 3 credits of GQ courses; 3 credits of GS courses.

To graduate, a student enrolled in the major must earn a grade of C or better in each course designated by the major as a C-required course, as specified by Senate Policy 82-44 (http://senate.psu.edu/policies-and-rules-for-undergraduate-students/82-00-and-83-00-degree-requirements/#82-44).
General Business, A.S.

Prescribed Courses

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 15</td>
<td>Rhetoric and Composition</td>
<td>3</td>
</tr>
<tr>
<td>CAS 100</td>
<td>Effective Speech</td>
<td>3</td>
</tr>
<tr>
<td>ECON 102</td>
<td>Introductory Microeconomic Analysis and Policy</td>
<td>3</td>
</tr>
<tr>
<td>ECON 104</td>
<td>Introductory Macroeconomic Analysis and Policy</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 202D</td>
<td>Effective Writing: Business Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

Prescribed Courses: Require a grade of C or better

ACCTG 211 | Financial and Managerial Accounting for Decision Making | 4       |
MIS 204   | Introduction to Business Information Systems       | 3       |
FIN 301   | Corporation Finance                                | 3       |
MGMT 301  | Basic Management Concepts                          | 3       |
MKTG 301  | Principles of Marketing                            | 3       |
SCM 301   | Supply Chain Management                            | 3       |

Additional Courses

Select one of the following: 3-4

MATH 21 | College Algebra I                                 |         |
MATH 22 | College Algebra II and Analytic Geometry          |         |
MATH 110| Techniques of Calculus I                          |         |
SCM 200 | Introduction to Statistics for Business           | 4       |
or STAT 200 | Elementary Statistics                           |         |
BA 241 | Legal Environment of Business                     | 3       |
& BA 242 | Social and Ethical Environment of Business        |         |
or BA 243 | Social, Legal, and Ethical Environment of Business|         |

Supporting Courses and Related Areas

Supporting Courses and Related Areas: Require a grade of C or better

Select 6 credits from one of the following supporting course areas: 6

General Education (does not require a grade of C or better)

Financial Planning
Oracle Business Suite Certificate
SAP Certificate
Other 300- or 400-level business courses in consultation with a faculty advisor

Academic Advising

The objectives of the university's academic advising program are to help advisees identify and achieve their academic goals, to promote their intellectual discovery, and to encourage students to take advantage of both in-and out-of-class educational opportunities in order that they become self-directed learners and decision makers.

Both advisers and advisees share responsibility for making the advising relationship succeed. By encouraging their advisees to become engaged in their education, to meet their educational goals, and to develop the habit of learning, advisers assume a significant educational role. The advisee’s unit of enrollment will provide each advisee with a primary academic adviser, the information need to plan the chosen program of study, and referrals to other specialized resources.

READ SENATE POLICY 32-00: ADVISING POLICY (http://senate.psu.edu/policies-and-rules-for-undergraduate-students/32-00-advising-policy)

Erie

Linda Hajec
Assistant Teaching Professor of Accounting

281G Burke
Erie, PA 16563
814-898-6102
lla129@psu.edu

Suggested Academic Plan

General Business at Erie Campus

The course series listed below provides only one of the many possible ways to move through this curriculum. The University may make changes in policies, procedures, educational offerings, and requirements at any time. This plan should be used in conjunction with your degree audit (accessible in LionPATH as either an Academic Requirements or What If report). Please consult with a Penn State academic adviser on a regular basis to develop and refine an academic plan that is appropriate for you.

First Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 15 or 30†</td>
<td>3</td>
<td>ACCTG 211*</td>
<td>4</td>
</tr>
<tr>
<td>MATH 21, 22, or 110†</td>
<td>3-4</td>
<td>CAS 100 (OR CAS 100A OR CAS 100B OR CAS 100C)</td>
<td>3</td>
</tr>
<tr>
<td>MIS 204†</td>
<td>3</td>
<td>ECON 102†</td>
<td>3</td>
</tr>
<tr>
<td>GENERAL EDUCATION COURSE - ARTS (GA) (US OR IL)†</td>
<td>3</td>
<td>SCM 200 or STAT 200†</td>
<td>4</td>
</tr>
<tr>
<td>GENERAL EDUCATION COURSE - HUMANITIES (GH) (W) (US OR IL)†</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSU 7</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16-17</td>
<td>14</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Second Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Credits</th>
<th>Spring</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 104†</td>
<td>3</td>
<td>BA 241 &amp; BA 242</td>
<td>4</td>
</tr>
<tr>
<td>FIN 301*</td>
<td>3</td>
<td>ENGL 202D†</td>
<td>4</td>
</tr>
<tr>
<td>MGMT 301 or MKTG 301*</td>
<td>3</td>
<td>MKTG 301 or MGMT 301*</td>
<td>3</td>
</tr>
<tr>
<td>SCM 301†</td>
<td>3</td>
<td>GENERAL EDUCATION OR SUPPORTING BUSINESS* COURSE†</td>
<td>3</td>
</tr>
<tr>
<td>GENERAL EDUCATION COURSE - NATURAL SCIENCES (GN)†</td>
<td>3</td>
<td>GENERAL EDUCATION OR SUPPORTING BUSINESS* COURSE†</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>15</td>
<td></td>
<td>16</td>
</tr>
</tbody>
</table>

Total Credits 61-62

* Course requires a grade of C or better for the major
† Course requires a grade of C or better for General Education
# Course is an Entrance to Major requirement
‡ Course satisfies General Education and degree requirement

University Requirements and General Education Notes:

US and IL are abbreviations used to designate courses that satisfy University Requirements (United States and International Cultures).
W, M, X, and Y are the suffixes at the end of a course number used to designate courses that satisfy University Writing Across the Curriculum requirement.

GWS, GQ, GN, GA, GH, and GS are abbreviations used to identify General Education program courses. General Education includes Foundations (GWS and GQ) and Knowledge Domains (GN, GA, GH, and GS). Foundations courses (GWS and GQ) require a grade of ‘C’ or better.

Integrative Studies courses can be completed for the General Education program. N is the suffix at the end of a course number used to designate an Inter-Domain course and Z is the suffix at the end of a course number used to designate a Linked course.

1 Please see your academic adviser for approval before scheduling this course.

2 In order for a course to be eligible for an Approved Elective, the course can not be a lower level ENGL (1-6) or MATH (2-41) OR a GHW designated course. Please see your academic adviser if you have a question on a specific course.

3 All students are required to fulfill 45 credits of General Education courses. They include 9 credits of Natural Science (GN), 6 credits of Arts (GA), 6 credits of Humanities (GH), 6 credits of Social Science (GS) and 3 credits of Health and Wellness (GHW). Two (2) classes must be Inter-domain (N) or Linked (Z) courses. One (1) course must be designated an United States culture (US) and one (1) course must be designated an International culture (IL). Any 3 credits may be substituted for a different designation (GN,GA,GH,GS, or GHW) once 3 credits in each designation area have been successfully completed.

Career Paths
An associate degree in General Business might give you the career boost you need. Penn State Behrend has a comprehensive support system to help you identify and achieve your goals for college and beyond. Meet with your academic adviser often and take advantage of the services offered by the Academic and Career Planning Center beginning in your first semester.

Careers
General Business is a managerially-oriented program that prepares graduates for careers in all sectors of the economy, including corporate, nonprofit, and government organizations.

Opportunities for Graduate Studies
Admission to a graduate program generally requires completion of a four-year bachelor's degree. Credits earned in the A.S. in General Business program can be applied to many of Penn State Behrend’s baccalaureate degree programs.

Professional Resources
- AACSB International (http://www.aacsb.edu)