



## Financial Services - Financial Management

**Program:** Business Administration Career

**Program Code:**

BC\_MAN

**Academic Area:**

Business and Experiential Education

**Type:**

Associate in Science

**CIP Code:**

52.0803

### Program Statement

The Business Administration career program emphasizes various organizational functions, critical thinking, problem-solving, and communication skills that students need to compete in today's global business environment. This concentration focuses on developing skills in finance and assists students to prepare for a career in Financial Management. All business programs share many common courses, so students can switch easily between concentrations.

### Program Information

- This program requires 61 – 62 credits to graduate
- Students who have taken courses at other institutions may receive transfer credit. All transfer credit requests for business related courses (ACC, BNK, BUS, LSM, MAN, MAR and RMN) must be approved by the Business Administration Department Chair.
- The faculty have years of practical experience that makes your education relevant to the workplace.
- Students should follow the course sequence, particularly the full-time program sequence. Students should take any required developmental courses in their first semester.

### After Bristol

- Graduates work as mutual fund customer service representatives and broker assistants, banking assistants, financial service associates, loan service representatives, insurance representatives, credit and collection associates, and junior financial analysts and, treasury assistants/clerks, and in Finance departments of companies.
- The career program is designed for students who plan to enter the workforce immediately after graduation.
- Students can also transfer to UMass Dartmouth's Bachelor of Science in Finance program through Bristol's transfer agreement. Visit our Transfer Agreements webpage for details. Contact your advisor or the Department Chair for more information.

### Program learning Outcomes

Students will be able to:

1. Produce basic financial statements and reports from data
2. Analyze the financial statements of a business
3. Explain the major sources of finance for a corporate organization and the financing decision process
4. Appraise investment opportunities
5. Evaluate the various securities available for personal financial investment.

## Degree Requirements

### General Courses

Course #	Title	Credits
	CSS 101: College Success Seminar / Business and Experiential Education FYE	0-1
CIS 111	Introduction to Business Information Systems	3
COM 218	Business Communication	3
ECN 111	Principles of Economics-Macro	3
ENG 101	Composition I: College Writing	3
HST 112	The West and the World II	3
INT 210	Internship Experience I	3

### Elective Courses

Course #	Title	Credits
	Scientific Reasoning and Discovery Elective	3-4

### Program Courses

Course #	Title	Credits
ACC 101	Principles of Accounting I	4
ACC 102	Principles of Accounting II	4
BUS 111	Business and Financial Mathematics	3
BUS 251	Business Law	3
MAN 101	Principles of Management	3
MAR 101	Principles of Marketing	3



## Concentration Courses

Course #	Title	Credits
ACC 255	Federal Taxation I	3
ACC 256	Federal Taxation II	3
ACC 259	Analysis of Financial Statements	3
BUS 112	Personal Financial Planning	3
BUS 253	Corporation Finance	3

## Program Electives

Course #	Title	Credits
ACC 114	Introduction to QuickBooks Pro	1
	BUS 265 or ACC 257	3

## Recommended Course Sequence - Semester 1

Course #	Title	Credits
	CSS 101: College Success Seminar / Business and Experiential Education FYE	0-1
ENG 101	Composition I: College Writing	3
CIS 111	Introduction to Business Information Systems	3
BUS 111	Business and Financial Mathematics	3
ACC 101	Principles of Accounting I	4

## Recommended Course Sequence - Semester 2

Course #	Title	Credits
ECN 111	Principles of Economics-Macro	3
MAN 101	Principles of Management	3
MAR 101	Principles of Marketing	3
ACC 102	Principles of Accounting II	4
COM 218	Business Communication	3



## Recommended Course Sequence - Semester 3

Course #	Title	Credits
BUS 253	Corporation Finance	3
	ACC 255, BUS 265 or ACC 257	3
BUS 251	Business Law	3
HST 112	The West and the World II	3
	BUS 265 or ACC 257	3
ACC 114	Introduction to QuickBooks Pro	1

## Recommended Course Sequence - Semester 4

Course #	Title	Credits
INT 210	Internship Experience I	3
BUS 112	Personal Financial Planning	3
	ACC 259, BUS 265 or ACC 257	3
	Scientific Reasoning and Discovery Elective	3-4
ACC 256	Federal Taxation II	3
	<b>Total credits:</b>	<b>60-62</b>

## Category Descriptions

### CSS 101: College Success Seminar / Business and Experiential Education FYE

Credits: 0-1

Students can register for CSS 101 or complete the Business and Experiential Education First-Year Experience (FYE) Summer or Intersession orientation. Students who have earned a previous degree or have 30+ credits with a GPA of 2.5 or better are not required to register for CSS 101. Review the [CSS 101 Waiver](#) for more details.

Course #	Title	Credits
CSS 101	College Success Seminar	1

### Scientific Reasoning and Discovery Elective

Credits: 3-4

Choose one [Scientific Reasoning and Discovery](#) elective.

### BUS 265 or ACC 257

Credits: 3



Choose one of the following:

<b>Course #</b>	<b>Title</b>	<b>Credits</b>
BUS 265	Investments	3
ACC 257	Managerial Accounting	3