



General Studies/Business and Entrepreneurial Studies

Program Goals Statement

This program provides students an opportunity to explore the Business, Hospitality Management and Office Administration Programs. These programs provide training in the various organizational functions, critical thinking, problem-solving, and communication skills students need to compete in today's global business environment. Many of these programs share common courses so students can switch easily between concentrations.

Program Information

- Students should take any required developmental courses in their first semester.
- This program is designed for students who plan to enter the workforce immediately after graduation.
- This program offers students the opportunity to develop strong communications, organizational, and critical thinking skills, as well as practical preparation for entry into a variety of business-related career fields.
- Credit for Prior Learning (CPL) credit is available to students for some program and general education courses with approval by the appropriate Department Chairperson.
- Students should consider completing certificates that contain required program courses that will complement their degree.

After Bristol

- Students are encouraged to select a specific business studies program, including Business Administration, Hospitality Management, Executive Office Administration or a Certificate(s) in these disciplines.
- Graduates from these programs can:
 1. Seek employment as accountants, tellers, broker assistants, loan service representatives, customer service and insurance representatives, junior financial analysts, shift supervisors, or start their own businesses.
 2. Work in tourism, casino, hotel, and food service management positions.
 3. Become administrative assistants and office managers in all types of offices and corporations.
- If you plan to transfer to a four-year institution, visit the Transfer Affairs website at www.BristolCC.edu/transfer.

Subject: General Studies
Business

Type: Associate Degree

Campus

Campus:

Fall River

Item #

Title

Credits



General Courses

Item #	Title	Credits
BUS 111	Business and Financial Mathematics	3
COM 101	Fundamentals of Public Speaking	3
CSS 101	College Success Seminar	1
ECN 111	Principles of Economics-Macro	3
ENG 101	Composition I: College Writing	3
ENG 102	Composition II: Writing about Literature	3
HST 112	The West and the World II	3
MAN 101	Principles of Management	3
MAN 118	Workshop in Team Development and Managerial Communication	1

Choose one Program Exploratory Course

Item #	Title	Credits
BUS 113	Introduction to Business Functions and Practices	3
HOS 121	Introduction to Travel, Tourism and Hospitality	3
OFC 113	Introduction to Microsoft Word	3

Choose One Technical Literacy Course

Technical Literacy Elective - Waived for students who have successfully completed two online courses.

Item #	Title	Credits
CIS 111	Introduction to Business Information Systems	3
OFC 117	Introduction to Computers and Software Applications	3

Elective Courses

See General Education Competency Courses - Scientific Reasoning and Discovery for course listings.



Program Electives

Consult with your advisor to select college-level courses to achieve a total of at least 60 credits. Students should complete the required general courses as early as possible.

Recommended Electives (provided the prerequisite(s) has been met) include: ACC, BNK, BUS, CED, CIS, CIT, COM, HOS, LSM, MAN, MAR, OFC, PRM, PSY, RMN, and SOC.

NOTE TO STUDENTS: When you meet with your advisor, discuss choosing electives to satisfy the MassTransfer General Education (Gen Ed) Foundation. The Gen Ed Foundation is a set of courses (34 credits) that is accepted at all Massachusetts Community Colleges, State Universities and University of Massachusetts campuses. (For more information see: <http://www.mass.edu/masstransfer/gened/home.asp>)

Recommended Course Sequence - Semester 1

Item #	Title	Credits
BUS 111	Business and Financial Mathematics	3
CSS 101	College Success Seminar	1
ENG 101	Composition I: College Writing	3
ECN 111	Principles of Economics-Macro	3
COM 101	Fundamentals of Public Speaking	3

Recommended Course Sequence - Semester 2

Item #	Title	Credits
	Program Exploratory Course	3-4
	Technical Literacy Elective	3
MAN 118	Workshop in Team Development and Managerial Communication	1
MAN 101	Principles of Management	3
ENG 102	Composition II: Writing about Literature	3
HST 112	The West and the World II	3

Recommended Course Sequence - Semester 3

Item #	Title	Credits
	Scientific Reasoning and Discovery Elective - Lab	4
	Program Elective	3-4

Recommended Course Sequence - Semester 4

Item #	Title	Credits
	Program Elective	3-4



Total credits:

60