

Richmond Community College

Career Technical Education Pathway: Business Administration



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-SINCE 1964-
RICHMOND
COMMUNITY COLLEGE



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Career and College Promise

Certificate

BUS 110	Introduction to Business
BUS 115	Business Law I
BUS 137	Principles of Management
CIS 110	Introduction to Computers
CTS 130	Spreadsheet
MKT 120	Principles of Marketing



Business Administration A.A.S Degree

Certificate courses plus:

ACA 122	College Transfer Success
ACC 120	Principles of Financial Accounting
ACC 121	Principles of Managerial Accounting
BUS 121	Business Mathematics
BUS 153	Human Resource Management
BUS 230	Small Business Management
BUS 239	Business Applications Seminar
ENG 111	Writing and Inquiry
ECO 251	Principles of Microeconomics
ECO 252	Principles of Macroeconomics
INT 110	International Business
MAT 143	Quantitative Literacy
or	
MAT 171	Pre-Calculus Algebra
2 Electives	Business
Elective	Humanities/Fine Arts



Careers

Office Manager	Estimated entry-level wages range from \$18,000 - \$30,000 annually
Retail Store Assistant Manager	
Bank Management Trainee	
Administrative Assistant	

Source: North Carolina Employment Security Commission

Career Technical Education Pathways are based on the best information available when published. The RCC Program and Course Catalog is the official source for all RCC program and course information.

For more information about this pathway, contact Kary Edmondson at 910.410.1928 or kcedmondson@richmondcc.edu.