



**Special Supplement to the 2012-2013
Graduate and Professional Studies Program
Catalog**

Associate of Science—Business Administration

Danville, Virginia 24541

www.averett.edu

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GENERAL INFORMATION

This special supplement to the 2012 Graduate and Professional Studies program catalog provides specific information regarding the Associate of Science—Business Administration AS(B) admissions requirements, graduation requirements, and course descriptions. The AS(B) program is offered face-to-face at Averett University sites in Virginia as well as online. All policies, program requirements, and procedures outlined in the 2012 Graduate and Professional Studies program catalog apply to students enrolled in the AS(B).

ASSOCIATE OF SCIENCE—BUSINESS ADMINISTRATION PROGRAM [AS(B)]

The Associate of Science with a concentration in business administration is designed for those persons in the early stages of a management or professional career. The program includes a solid foundation in the arts and sciences as well as introductory courses in management and business principles.

Graduates of the AS(B) program are expected to possess an ability to explain the basic principles underlying business and management functions, demonstrate critical thinking skills, and use effective oral and written communication techniques.

Admissions Requirements

The Admissions Committee attempts to select for enrollment those applicants considered best able to benefit from a college education at Averett. In making its decisions, the Admissions Committee considers many factors:

- A high school transcript indicating high school completion with a grade point average (GPA) of 2.0 or a GED of 250 (paper-based) or 500 (computer-based), and a 2.0 GPA on any previous college work. Official transcripts are required from all regionally accredited institutions attended. (Any GPA below 2.0 on a 4.0 grading scale will be reviewed on a case-by-case basis by an Undergraduate Admissions Committee. A student admitted by this committee must maintain a grade of “C” or better in each of the first four courses of his/her program, excluding IDS301. Grades will be monitored for this designated period of time.) A student may be exempt from submitting a high school transcript if both of the following conditions are met:
 - The student has 12 or more transferable credits with a grade of “C” or better from a regionally accredited college or university
 - and**
 - The transcript from the regionally accredited institution shows that the student was degree-seeking.
- Credits may be transferred from a combination of the following:
 - Credits earned from regionally accredited colleges or universities
 - Standardized Examinations
 - College Level Examination Program (CLEP)
 - DANTES Subject Standardized Tests (DSST)
 - Excelsior Examinations

- Non-collegiate military, professional, or certificate courses and military experience as evaluated for credit by the American Council on Education (ACE) guide
- College-level learning through portfolio assessment

NOTE: All technical credits will be evaluated on an individual basis. Averett University reserves the right to determine which transfer courses apply toward the various general education requirements.

- A score of 500 (paper-based total), 173 (computer-based total) or 61 (Internet-based total) on the Test of English as a Foreign Language (TOEFL) for students whose native language is not English. However, one of the following will be accepted in lieu of a TOEFL exam:
 - Student has completed 30 or more transferable credits which include an English composition course with a grade of “C” or better from a regionally accredited American college or university where English is the language of delivery.
 - Student is an active member or veteran of American armed forces. (Military personnel are required to be able to communicate in English both orally and in writing. Failure to attain proficiency can be a reason for discharge.)
- NOTE: Students who do not meet the admission requirements will be asked to supply additional documentation for review.

Students who enroll in all GPS programs must have a computer with word processing capabilities, graphical presentation software, spreadsheet capabilities and email and Internet connectivity for academic use.

A maximum of 36 semester credits earned from other regionally accredited institutions may be transferred into the Associate of Science (Business Administration) program. A maximum of five semester credits in the technical areas may be transferred into the program through an articulation agreement. All technical credits will be evaluated on an individual basis. Averett University reserves the right to determine which transfer courses apply toward graduation requirements.

Degree Time Limit

The Averett University policy requires that the maximum time for a full-time student to complete the associate's degree shall be three years.

Graduation Requirements

1. A total of 60 credit hours are required for graduation as follows:

- 27—Business Core
- 33—General Education and electives
- 60—Total

The AS(B) degree is offered in two parts for the convenience of the student. One part consists of the core business courses taken in sequence. The other part consists of the general education requirements.

* The required business credits are as follows:

3—IDS 104—Introduction (must be completed at Averett University)
3—LDR 103—Leadership
3—BSA 104—Introduction to Management Concepts
3—BSA 205—Business Management
3—BSA 210—Introduction to Marketing
3—BSA 110—Introduction to Economics
3—BSA 220—Applied Financial Principles
3—BSA 221—Introduction to Accounting
3—BSA 260—Business Case Study
27—Total

General Education Curriculum

Goals of the General Education Curriculum

The Averett University curriculum seeks to develop students as lifelong learners with the appropriate skills and knowledge to become creative and critical thinkers, effective communicators, and positive contributors to society. Moreover, we encourage students to examine myriad cultural expressions and values so that they may develop an appreciation of the contributions of others and acquire knowledge that may serve as a foundation for continuing development.

- I. An Averett graduate can communicate effectively.**
Students will demonstrate the ability to read with comprehension, and to write and speak in a clear and engaging manner.
- II. An Averett graduate can discuss his or her relationship to society and other individuals.**
Students will demonstrate the ability to explain interactions among cultural (to include religions and languages), social, political, and/or economic systems, how these systems vary across societies and through time, and how human relationships work within contexts.
- III. An Averett graduate can discuss works of creative art.**
Students will demonstrate an ability to explain terms, texts, and movements in such fields as music, literature, theatre, and the visual arts.
- IV. An Averett graduate can apply scientific and mathematical reasoning.**
Students will demonstrate the ability to address issues using a scientific approach and to use mathematical reasoning to solve problems.

- V. **An Averett graduate can think critically and independently.**
 Students will demonstrate the ability to identify appropriate questions or problems; locate and evaluate information; and analyze, synthesize, and apply the knowledge gained.

General Education Requirements

Associate of Science—Business Administration

1. Communication

ENG 111, Intro to Writing	3 semester hours
ENG 112, Intro to Literature	3 semester hours
(1A) Writing Competency	3 semester hours (may be met with BSA 104)
(1C) Oral Competency	3 semester hours (may be met with BSA 104)

2. Society –Take at least 3 of the following:

(2A) Religion or Philosophy	3 semester hours
(2B) Psychology or Sociology	3 semester hours
(2C) Western Civilization	3 semester hours
(2D) History, Political Science, Economics, Criminal Justice	3 semester hours
(2E) Culture or language (201 level)	3 semester hours of culture or 6 semester hours of Foreign language

3. Fine Arts

(3A) Fine Arts (Appreciation of Art, Theatre, Music, or Level 200+ Literature course)	6 semester hours
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4. Science and Mathematics

(4A) Mathematics	3 semester hours
(4B) Science	4 semester hours (must be a lab science)

5. Critical and Independent Thinking

IDS 104	3 semester hours
(5A) Critical Thinking	3 semester hours (may be met with BSA 104)
(5B) Application	3 semester hours (may be met with BSA 260)

Students must have a minimum of 30 hours of general education.

Course descriptions may be found in the [2012-13 Adult Professional/GPS Catalog](#).

- Twenty-four of 27 business credits must be completed through Averett University. At least 15 of the required 60 credits needed for graduation must be completed through the GPS program.

- A grade of "C" or better is required for English 111 and English 112.
- A minimum 2.0 overall grade point average is required.