

[www.clcillinois.edu/programs/bus](http://www.clcillinois.edu/programs/bus)

## Program Overview

Business and Social Sciences Division  
Room T302, (847) 543-2047

The Business Administration Associates in Applied Science degree is designed to prepare students for entry level positions in various fields of business. Students have the option of taking specific courses (“tracks”) to concentrate in Management, Marketing or Entrepreneurship/ Small Business. Additionally, four certificates are offered in Marketing, Retail Management, Supervision and Entrepreneurship/Small Business Management. These certificates provide students with concentrated course-work to develop skills needed for career advancement.

To complete an A.A.S., students must meet General Requirements detailed in the CLC catalog at [www.clcillinois.edu/catalog](http://www.clcillinois.edu/catalog) (select Career Certificates).

### BUSINESS ADMINISTRATION (Associate in Applied Science) Plan 22BN

#### First Semester (Fall)..... 15-17

- BUS 121 Introduction to Business ..... 3
- \* CIT 120 Introduction to Computers *or*
- CIT 119 Introduction to Office  
Software ..... 3
- CMM 121 Fundamentals of Speech ..... 3
- ENG 121 English Composition I ..... 3
- \* MTH 122 College Algebra<sup>1</sup> *or*
- \* MTH Elective (higher number  
than MTH 122) *or*
- AOS 122 Business Mathematics..... 3-5

#### Second Semester (Spring)..... 15-16

- \* ACC 121 Financial Accounting *or*
- ACC 110 Accounting in Business..... 2-4
- BUS 122 Principles of Marketing ..... 3
- BUS 221 Business Law I..... 3
- ECO 221 Principles of Macroeconomics .. 3
- HUM 127 Critical Thinking *or*
- PHI 125 Introduction to Ethics..... 3
- General Elective (ONLY if taking ACC 110) ... 1-3

#### Third Semester (Fall)..... 15-16

- \* ACC 122 Managerial Accounting *or*
- BUS 111 Fundamentals  
of Finance (Fall only) ..... 3-4
- BUS 223 Principles of Management..... 3
- BUS, ACC or SCM Electives (select from  
any BUS, ACC or SCM course  
not already applied toward  
this degree)..... 9

#### Fourth Semester (Spring) ..... 15

- BUS 237 Managerial Communication..... 3
- ECO 222 Principles of Microeconomics ... 3
- BUS, ACC or SCM Electives (select from  
any BUS, ACC or SCM course  
not already applied toward  
this degree)..... 9

#### Total Hours for A.A.S. Degree ..... 60-66

General Business Electives (18 credits required):  
Any BUS, up to 2 SCM courses, up to 2 additional  
ACC courses

Recommended course options to include in  
Elective requirement, based on area of interest:

Management Track	Marketing Track	Entrepreneurship/ Small Business Track
BUS 113	BUS 212	BUS 131
BUS 233	BUS 213	BUS 219
BUS 253	BUS 214	
BUS 215		

\* Preferred courses for students planning to  
transfer to a 4 year institution.

<sup>1</sup> There are prerequisites for MTH 122. If you do  
not meet those prerequisites, begin taking those  
classes this semester – use summer for the  
additional math class if needed.

Certain courses are only offered certain  
semesters. Please check the course scheduling  
guide listed on the web.

## Degree Options

One Associate in Applied Science degree in Business is offered with three different areas of interest: Management, Marketing, and Entrepreneurship/ Small Business Management. The A.A.S. degree is designed for students seeking specialized training in preparation for employment after leaving CLC. Although this program is not primarily designed to transfer to four-year colleges and universities, CLC has established articulation agreements with a number of colleges and universities that allow transfer of many of the CLC courses.

Grayslake • Vernon Hills • Waukegan • Online

## Typical Jobs

### Marketing Assistant

- Marketing Coordinator
- Commercial Marketing Specialist
- Marketing Assistant

### Supervision

- Operations Supervisor
- General Manager
- Operations Coordinator
- Store Manager
- Production Foreman or Supervisor

## Salary and Job Outlook

For the latest information, visit [www.mynextmove.org](http://www.mynextmove.org) or the Bureau of Labor Statistics online at [www.bls.gov](http://www.bls.gov). Gainful employment data is available at [www.clcillinois.edu/gainfulemployment](http://www.clcillinois.edu/gainfulemployment).

## Employers

Small and medium size businesses look for marketing associates, managers and supervisors. Large employers, such as Abbott, Baxter and Motorola, typically require a four-year degree. Many CLC graduates are already employed and are able to apply for higher level positions within their company with an A.A.S. degree.

## Contact Info

Grayslake Campus  
19351 W. Washington St.  
Grayslake, IL 60030

Patty Clark  
Professor  
Room: T209  
(847) 543-2525  
[pclark@clcillinois.edu](mailto:pclark@clcillinois.edu)

Robert Dodd  
Professor  
Room: T214  
(847) 543-2802  
[rdodd@clcillinois.edu](mailto:rdodd@clcillinois.edu)

Kent Donewald  
Professor  
Room: T207  
(847) 543-2821  
[kdonewald@clcillinois.edu](mailto:kdonewald@clcillinois.edu)

Venkat Krishnamurthy  
Professor  
Room: T204  
(847) 543-2523  
[vkrishnamurthy@clcillinois.edu](mailto:vkrishnamurthy@clcillinois.edu)

Lori Oriatti  
Professor  
Room: T212  
(847) 543-2921  
[loriatti@clcillinois.edu](mailto:loriatti@clcillinois.edu)

Business and Social Sciences  
(847) 543-2047

## Getting Started

Visit [www.clcillinois.edu/admission](http://www.clcillinois.edu/admission) for steps on how to register.

July 2018  
Per 2018-2019 catalog