

A bachelor's degree could take you even further

The A.S. or A.A.S. in Business Computer Systems and Management can readily transfer to a Bachelor's Degree Program:

Bethel University

<http://caps.bethel.edu/>

- Bachelor of Arts (BA) in Business Management* (A.S. transfers)
- Bachelor of Arts (BA) in Organizational Leadership* (A.S. and A.A.S. transfers)

Concordia University, St. Paul

<http://www.csp.edu/>

- Bachelor of Arts (BA) in Information and Technology Management* (A.S. and A.A.S. transfers)
- Bachelor of Arts (B.A.) in Health Care Administration* (A.S. and A.A.S. transfers)
- Bachelor of Arts (B.A.) in Human Resource Management* (A.S. and A.A.S. transfers)
- Bachelor of Arts (B.A.) in Organizational Management and Leadership* (A.S. and A.A.S. transfers)
- Bachelor of Arts (B.A.) in Business* (A.S. and A.A.S. transfers)

Metropolitan State University

<http://www.metrostate.edu/msweb/explore/>

- Bachelor of Science (B.S.) in Business Administration (A.S. transfers)

Minnesota State University Moorhead

<http://www.mnstate.edu/>

- Bachelor of Science (B.S.) in Operations Management (A.A.S. transfers)
- Bachelor of Science (B.S.) in Project Management (A.S. and A.A.S. transfers)

* Formal approval is pending

For more information

Contact Mala Ugargol at 763-488-0107
Or mugargol@nhcc.edu
Or call 763-488-0391

For details, go to www.nhcc.edu/academic-programs/degrees-and-certificates/business.

NORTH HENNEPIN COMMUNITY COLLEGE

7411 85TH AVENUE NORTH
BROOKLYN PARK, MN 55445

P 763-488-0391
P 1-800-818-0395
E info@nhcc.edu

www.nhcc.edu

North Hennepin Community College is a member of the Minnesota State Colleges and Universities System and an equal opportunity educator and employer. North Hennepin Community College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. We became a member of the HLC Academic Quality Improvement Program (AQIP) in 2006. The program is also accredited by the Accreditation Council for Business Schools and Programs, a leading specialized accreditation association for business education. For disability accommodations call 763-493-0555. Minnesota Relay users may call at 1-800-627-3529.

SMART CAREER CHOICE

Advance your Career in:

- ❖ Business
- ❖ Business Management
- ❖ Health Care Administration
- ❖ Human Resources
- ❖ Information and Technology Management
- ❖ Organizational Leadership
- ❖ Operations Management
- ❖ Project Management

Complete your Business Computer Systems and Management degree in just 2 years and start a career or transfer to a bachelor's degree.

Take your classes online, in-person, and a combination of both.



North Hennepin
Community College

Business Computer Systems and Management Associate Degrees

Class Sequence Suggestions

Associate of Science (A.S.) Sequence

Semester 1

- CIS 1101 Business Computer Systems I
- ECON 1060 Principles of Economics Macro
- ENGL 1200 Gateway College Writing or ENGL 1201 College Writing I
- PSYC 1150 General Psychology or SOC 1110 Introduction to Sociology¹
- General Education Elective: PHIL: 1020 Ethics¹

Semester 2

- BUS 1200 Principles of Management
- COMM 1010 Fundamentals of Public Speaking
- ECON 1070 Principles of Economics Micro
- MATH 1150 College Algebra
- 1 Natural Sciences with a lab - 4 credits
Biology (BIOL): 1000¹, 1200 & 1360
Chemistry (CHEM): 1000 & 1030¹
Geology: GEOL 1110
Physics (PHYS): 1000, 1030¹, 1050 & 1120
Other Science Classes can be taken

Semester 3

- ACCT 2111 Financial Accounting
- CIS 1220 Decision Making Excel
- CIS 1260 Business Communications and Technology
- CIS 1310 The Whole Internet
- 1 Program Elective from this list:
BUS 1600 Principles of Marketing
CIS 1102 Business Computer Systems II
CIS1200 Word Processing
CIS1230 Business Presentations: PowerPoint
CIS1240 Information Management: Access
CIS1320 Web Tools
CIS1700 Project Management Software Tools

Semester 4

- CIS 2310 Introduction to E-Commerce
- 2 Program Electives (choose from list)
- 2 General Education Electives - 4 credits
ART: 1040¹, 1101, 1401, 2740, 2970, ENGL 1900¹
MUSC 1350¹, 1200, 2970, ANTH 1020

Associate of Applied Science (A.A.S.) Sequence

Semester 1



- BUS 1200 Principles of Management
- CIS 1101 Business Computer Systems I
- ECON 1070 Principles of Economics Micro
- ENGL 1200 Gateway College Writing or ENGL 1201 College Writing I
- 1 General Education Elective - 3 credits
PSYC 1150 or SOC 1110¹

Semester 2

- CIS 1220 Decision Making Excel
- CIS 1310 The Whole Internet
- COMM 1110 Interpersonal Communications
- MATH 1140 Finite Mathematics or MATH 1150 College Algebra
- 2 General Education Electives - 4 credits
PHIL: 1020¹ and ART: 2740 or 2970 or MUSC 2970

Semester 3

- ACCT 2111 Financial Accounting
- CIS 1260 Business Communications and Technology
- 3 Program Electives from this list:
ACCT 2112 Managerial Accounting
BUS 1100 Introduction to Business and the American Economy
BUS 1600 Principles of Marketing
CIS 1000 Electronic Keyboarding Communications
CIS 1102 Business Computer Systems II
CIS 1200 Word Processing
CIS 1210 Desktop Publishing
CIS 1230 Business Presentations: PowerPoint
CIS 1240 Information Management: Access
CIS 1250 Photoshop Essentials for Business
CIS 1400 Windows/Operating Systems
CIS 2010 CIS Internship
CIS 2310 Introduction to E-Commerce

Semester 4

- CIS 1700 Project Management Software Tools
- 3 Program Electives (choose from list)

¹General Education Class with online option
Additional class options are available at NHCC.edu
All ACCT, BUS and CIS classes have an online option

Start with a Certificate

Our programs will prepare you by offering a unique blend of technology, business and general education courses.

Certificates that can be part of A.S. or A.A.S.

Microsoft Office Essentials – 9 credits

- CIS1101 Business Computer Systems I
- CIS1102 Business Computer Systems II
- CIS1220 Business Decision Making: Excel.

Business Comm. & Tech Essentials – 9 credits

- CIS1230 Business Presentations: PowerPoint
- CIS 1260 Business Comm. & Technology
- CIS 1700 Project Management Software Tools

Microsoft Office Specialist - 12 credits

- CIS1200 Word Processing
- CIS1220 Business Decision Making: Excel
- CIS1230 Business Presentations: PowerPoint
- CIS1240 Information Management: Access

Project Management Essentials - 9 credits

- BUS1200 Principles of Management
- CIS1260 Business Communications & Technology
- CIS1700 Project Management Software Tools

Certificate that can be part of A.S.

E-Commerce Essentials – 9 credits

- BUS1600 Principles of Marketing
- CIS1310 The Whole Internet
- CIS2310 Introduction to E-Commerce

Certificates that can be part of A.A.S.

Word Processing Essentials – 9 credits

- CIS1101 Business Computer Systems I
- CIS1200 Word Processing
- CIS1210 Desktop Publishing

Desktop Publishing Essentials – 9 credits

- CIS1210 Desktop Publishing
- CIS1250 Photoshop Essentials for Business
- CIS1310 The Whole Internet