YOU BELONG HERE.

NHTI Concord's Community College

Business Administration

PROGRAM LENGTH

2 years

CREDENTIALS/CREDITS

Associate Degree (61-62 credits)

Management Certificate (18 credits)

DELIVERY

In-Person, Online, 8-Week Online

TUITION AND FEES

NHTI.edu/tuition

MORE INFO

NHTI – Concord's Community College
31 College Drive, Concord, N.H. 03301

NHTI.edu/program/business-administration

603-230-4000 | 800-247-0179

NHTIinfo@ccsnh.edu

ADMISSIONS

NHTI.edu/admissions

603-230-4011 | Hours: 8 a.m.-4 p.m.

NHTIadmissions@ccsnh.edu

The Business Administration program prepares you for the challenges of the dynamic business field. We offer a broad background, and our associate degree curriculum includes courses in accounting, business law, human resources, computer applications, economics, English, and math.

Degree and Certificate Options

This program offers the Management certificate, and courses are directly applicable to an associate in science degree. Online, day, and evening courses are available, and the program is accredited by the Accreditation Council for Business Schools and Programs. Easy transfers are available to Plymouth State University, SNHU, UNH-Manchester, Granite State College, Franklin Pierce University, and Rivier University.

Career Opportunities

Employment of management occupations is projected to grow 7% through 2028[1]. Potential jobs include customer service rep, loan officer, marketing assistant, office manager, and retail manager.

Salary Potential

Jobs in business administration have a wide range of hourly wages. Midrange salaries average to $20.82 per hour, with an annual salary of $43,300.[2]

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[1]Occupational Outlook Handbook, U.S. Department of Labor - Bureau of Labor Statistics.
[2]New Hampshire Occupational Employment & Wages, June 2018,

Business Administration Associate of Science Curriculum

First Year	Course	Title	CL	LAB	CR
	Fall Semester				
	ACCT 101C	Accounting I	3	0	3
	BUS 101C	Introduction to Business[1]	3	0	3
	ENGL 101C	English Composition	4	0	4
	IST 102C	PC Applications	3	0	3
	MATH 120C	Quantitative Reasoning or higher-level math	4	0	4
					17
	Spring Semester				
	ACCT 102C	Accounting II	3	0	3
	BUS 170	Principles of Marketing[1]	3	0	3
	BUS xxx	Business elective[2]	3	0	3
	ENGL 120C ENGL xxxC	Communications or English elective	3	0	3
	MATH 125C MATH 251C	Finite Mathematics or Statistics	4	0	4
					16
Second Year	**Fall Semester**				
	ACCT 110C	Managerial Accounting	3	0	3
	BUS 225C	Business Law I[1]	3	0	3
	BUS 270C	Principles of Management[1]	3	0	3
	BUS xxxC	Business elective[2]	3-4	0	3-4
	ECON 101C ECON 102C	Macroeconomics or Microeconomics	3	0	3
					15-16
	Spring Semester				
	BUS 240C	Small Business Management[1]	3	0	3
	BUS 273C	Human Resource Management[1]	3	0	3
	XX xxxC	Lab Science elective[3]	3	2	4
	XX xxxC	Humanities/Fine Arts/Language elective	3	0	3
					13
	Total Credits				**61-62**

[1] Indicates major field course
[2] BUS, ACCT, or IST course that is not a required course, as well as HLTH 101C or HLTH 104C, or DCOM 105C or DCOM 150C
[3] BIOL 100C, CHEM 100C, and PHYS 100C do not meet the science requirement.

NHTI – Concord's Community College

NHTI is a dynamic public institution of higher learning that provides accessible, rigorous education for students, businesses, and the community. We create pathways for lifelong learning, career advancement, and civic engagement, offering 80+ academic programs to 4,600+ students annually. NHTI is a member of the Community College System of New Hampshire and since 1969 has been accredited by the New England Commission of Higher Education, a nongovernmental, nationally recognized accrediting agency.

NHTI.edu | 603-230-4000 | NHTIinfo@ccsnh.edu