

# Business Administration: Financial Services Option

*Division of Business — Curriculum Code: 20FN*

*Will Earn Upon Program Completion: Associate in Applied Science (A.A.S.) Degree*

## **Why major in Financial Services?**

This program prepares you to pursue careers in banks, insurance companies, brokerage houses, and other financial institutions. You will acquire knowledge that will enable you to work as a cashier, junior loan officer, assistant credit manager, and assistant back office manager. You will gain sufficient knowledge of the business world to enable you to function effectively within large and small corporations and also in non-profit organizations and government agencies.

## **If I major in Financial Services, can I transfer to an upper-division college or university?**

The major is job-oriented and not designed for transfer to a baccalaureate program. However, many colleges and universities will apply most or all of the courses you have taken toward a bachelor's degree.

## **Are there any requirements I must satisfy before I start taking courses in my major?**

Based on your placement test scores, you may have to take developmental courses in reading, English, and/or mathematics before taking courses in your major.

## **How long will it take for me to complete this degree?**

If you do not need developmental coursework and you register for an average of 16 credits each semester, you can complete the degree in one year. You can shorten the amount of time by taking courses in the summer sessions.

## **Where should I direct specific questions about this program?**

Contact the Business Division at (973) 877-3222.

## **Upon completion of this program, graduates will be able to:**

- ◆ Use the terms and concepts of finance in oral and written communications;
- ◆ Demonstrate knowledge of management theory and practice;
- ◆ Demonstrate knowledge of the American economic system;
- ◆ Use economic concepts in business to solve business problems;
- ◆ Apply general business concepts in a global context;
- ◆ Conduct both quantitative and qualitative analysis;
- ◆ Sell ideas and products effectively;
- ◆ Demonstrate knowledge of the structure of financial markets and financial institutions;
- ◆ Use the terms of monetary and fiscal policy in a business context.

## Business Administration: Financial Services A.A.S. Degree Program

<p><b>GENERAL EDUCATION REQUIREMENTS: (22 credits)</b></p> <p><b>Communications (6 credits)</b>            ENG 101 College Composition I 3            ENG 102 College Composition II 3</p> <p><b>Social Science (6 credits)</b>            Select two courses from: ANT 101, 105; POL 101, 104; PSY 101, 102, 219; SOC 101, 108 6</p> <p><b>Lab Science/Math (4 credits)</b>            MTH 100 or higher 4</p> <p><b>Humanities (3 credits)</b>            Select a History course from: HST 101, 102, 111, 112, 121, 122, 131, 132, 134, 135, 136, 137, 161 or 162 3</p> <p><b>Additional Soc. Sciences Requirement (3 credits)</b>            ECO 101 Principles of Economics Course (Macro) 3</p> <p><b>MAJOR COURSE REQUIREMENTS: (18 credits)</b></p> <p>ECO 102 Prin. of Economics II (Micro) 3            FIN 101 Introduction to Finance 3            FIN 201 Money and Banking 3            FIN 207 Principles of Investments 3            FIN 209 International Finance 3            FIN 211 Finance Seminar/Experiential and Directed Study 3</p> <p><b>ADDITIONAL COURSE REQUIREMENTS: (23 credits)</b></p> <p>ACC 101 Prin. of ACC I - Financial 4            ACC 102 Prin. of ACC II - Managerial 4            BUS 101 Business Org. and Mgmt. 3            BUS 201 Principles of Management 3            BUS 211 Principles of Marketing 3            BUS 251 Business Law I 3            CIS 131, 135, 137, or 139 3</p> <p><b>Total Credits Required for Degree 63</b></p>	<p><b>RECOMMENDED SEQUENCE OF COURSES:*</b></p> <p><b><u>First Semester</u></b></p> <p>ENG 101 College Composition I 3            MTH 100 Introductory College Math 4            BUS 101 Bus. Org. &amp; Mgmt. 3            ACC 101 Principles of Accounting I Financial 4            Social Science Requirement 3</p> <p><b><u>Second Semester</u></b></p> <p>ENG 102 College Composition II 3            BUS 201 Principles of Management 3            ACC 102 Principles of Accounting II - Managerial 4            Social Science Requirement 3            ECO 101 Principles of Economics (Macro) 3</p> <p><b><u>Third Semester</u></b></p> <p>ECO 102 Principles of Economics (Micro) 3            BUS 211 Principles of Marketing 3            CIS Requirement 3            FIN 101 Introduction to Finance 3            Bus 251 Business Law I 3</p> <p><b><u>Fourth Semester</u></b></p> <p>FIN 201 Money and Banking 3            FIN 207 Principles of Investments 3            FIN 209 International Finance 3            FIN 211 Finance Seminar/Experiential and Directed Study 3            History Requirement 3</p>
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**\*NOTE:** This plan assumes the completion of all required developmental courses in reading, writing, and mathematics as well as other pre- and co-requisites for some of the courses, as listed in the Course Descriptions section.