

(022) Associate in Applied Science

This program has been designed for persons seeking employment or advancement in middle management positions in business and industry. The program offers a student the opportunity to combine classroom instruction with on-the-job work experience. The program is designed to prepare a student for positions in human resources, sales, advertising, merchandising and production.

Work and Employment

Managers are needed in every business to plan, control and direct major functions toward organizational goals. The many job titles used for managers demonstrate the variety of responsibilities and positions in which managers work.

Mid-level managers hold intermediary positions between supervisory and top management. They might be responsible for a specific region, division, or activity in sales, service, or production. Click here for further career information: <https://www.svcc.edu/academics/programs/individual/022.html>

Special Considerations

Managers usually have the following skills and aptitudes: maintain high employee morale; communicate clearly in speech and in writing; show organization, objectivity, tactfulness, fairness and responsibility; think logically; and make good decisions.

Program Contacts at Sauk Valley Community College

Academic Advising, 815/835-6354

Dr. Dennis Day, Professor of Business and Accounting, 815/835-6328;

Dr. Mary Lou Kidder, Professor of Business and Computer Information Systems, 815/835-6358;

Major Field Requirements - Sem/Hrs: 45

- Electives (ACC, BUS, CIS, OAS) 3 Semester hour(s)

- ACC 101 - Financial Accounting 4 Semester hour(s)
- ACC 102 - Managerial Accounting 4 Semester hour(s)
- BUS 103 - Introduction to Business 3 Semester hour(s)
- BUS 105 - Fundamentals of Personal Selling 3 Semester hour(s)
- BUS 106 - Business Mathematics I 3 Semester hour(s)
- BUS 112 - Human Relations 3 Semester hour(s)
- BUS 205 - Principles of Management 3 Semester hour(s)
- BUS 210 - Marketing 3 Semester hour(s)
- BUS 211 - Introduction to International Business 3 Semester hour(s)
- BUS 218 - Supervision Techniques 3 Semester hour(s)
- BUS 222 - The Legal Environment of Business 3 Semester hour(s)
- BUS 231 - Occupational Seminar I 1 Semester hour(s)
- BUS 235 - Occupational Internship I 3 Semester hour(s)
- CIS 109 - Introduction to Computers 3 Semester hour(s)

General Education Requirements - Sem/Hrs: 15

- Communications (ENG 101, COM 131 required) 6 Semester hour(s)
- Social/Behavioral Science (ECO 211 required) 3 Semester hour(s)
- Humanities/Fine Arts 3 Semester hour(s)
- Mathematics 3 Semester hour(s)

SVCC Requirement - Sem/Hrs: 1

- FYE 101 - First Year Experience 1 Semester hour(s)

Total Hours Required for A.A.S. Degree: 61

Suggested Program: 8-week - cohort online course option

Summer Semester - Sem/Hrs: 3

- BUS 103 - Introduction to Business 3 Semester hour(s)
- (can also be shifted down to 16-week course)

First Semester - (Fall) Sem/Hrs: 13

1st 8 weeks

- BUS 205 - Principles of Management 3 Semester hour(s)
- ENG 101 - Composition I 3 Semester hour(s)
- FYE 101 - First Year Experience 1 Semester hour(s)

2nd 8 weeks

- CIS 109 - Introduction to Computers 3 Semester hour(s)
- ECO 211 - Principles of Macroeconomics 3 Semester hour(s)

Second Semester - (Spring) Sem/Hrs: 13

1st 8 weeks

- BUS 211 - Introduction to International Business 3 Semester hour(s)
- BUS 218 - Supervision Techniques 3 Semester hour(s)

2nd 8 weeks

- ACC 101 - Financial Accounting 4 Semester hour(s)
- BUS 106 - Business Mathematics I 3 Semester hour(s)

Summer Semester - Sem/Hrs: 6

- BUS 112 - Human Relations 3 Semester hour(s)
- (can also be shifted down to 16-week course)
- MAT 106 - Applied Mathematics 3 Semester hour(s)
- OR HIGHER (can also be shifted down to 16-week course)

Third Semester - (Fall) Sem/Hrs: 13

1st 8 weeks

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- ACC 102 - Managerial Accounting 4 Semester hour(s)
 - BUS 222 - The Legal Environment of Business 3 Semester hour(s)

2nd 8 weeks

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- Humanities/Fine Arts 3 Semester hour(s)
 - COM 131 - Introduction to Oral Communication 3 Semester hour(s)

Fourth Semester - (Spring) Sem/Hrs: 13

1st 8 weeks

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- BUS 106 - Business Mathematics I 3 Semester hour(s)
 - BUS 210 - Marketing 3 Semester hour(s)

2nd 8 weeks

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- Electives (ACC, BUS, CIS, OAS) 3 Semester hour(s)
 - BUS 231 - Occupational Seminar I 1 Semester hour(s)
 - BUS 235 - Occupational Internship I 3 Semester hour(s)

Suggested Program: 16-week - online course option

First Semester - (Fall) Sem/Hrs: 14

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- ACC 101 - Financial Accounting 4 Semester hour(s)
 - BUS 103 - Introduction to Business 3 Semester hour(s)
 - BUS 112 - Human Relations 3 Semester hour(s)
 - ENG 101 - Composition I 3 Semester hour(s)
 - FYE 101 - First Year Experience 1 Semester hour(s)

Second Semester - (Spring) Sem/Hrs: 16

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- Humanities/Fine Arts 3 Semester hour(s)
 - ACC 102 - Managerial Accounting 4 Semester hour(s)
 - BUS 106 - Business Mathematics I 3 Semester hour(s)
 - BUS 218 - Supervision Techniques 3 Semester hour(s)
 - CIS 109 - Introduction to Computers 3 Semester hour(s)

Third Semester - (Fall) Sem/Hrs: 15

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- BUS 210 - Marketing 3 Semester hour(s)

- BUS 211 - Introduction to International Business 3 Semester hour(s)
- COM 131 - Introduction to Oral Communication 3 Semester hour(s)
- ECO 211 - Principles of Macroeconomics 3 Semester hour(s)
- MAT 106 - Applied Mathematics 3 Semester hour(s)
- OR HIGHER

Fourth Semester - (Spring) Sem/Hrs: 16

- Electives (ACC, BUS, CIS, OAS) 3 Semester hour(s)
- BUS 105 - Fundamentals of Personal Selling 3 Semester hour(s)
- BUS 205 - Principles of Management 3 Semester hour(s)
- BUS 222 - The Legal Environment of Business 3 Semester hour(s)
- BUS 231 - Occupational Seminar I 1 Semester hour(s)
- BUS 235 - Occupational Internship I 3 Semester hour(s)

Suggested Program: 16-week-online/in class course option*

First Semester - (Fall) Sem/Hrs: 14

- ACC 101 - Financial Accounting 4 Semester hour(s)
- BUS 103 - Introduction to Business 3 Semester hour(s)
- BUS 112 - Human Relations 3 Semester hour(s)
- ENG 101 - Composition I 3 Semester hour(s)
- FYE 101 - First Year Experience 1 Semester hour(s)

Second Semester - (Spring) Sem/Hrs: 16

- ACC 102 - Managerial Accounting 4 Semester hour(s)
- BUS 106 - Business Mathematics I 3 Semester hour(s)
- BUS 205 - Principles of Management 3 Semester hour(s)
- BUS 218 - Supervision Techniques 3 Semester hour(s)
- CIS 109 - Introduction to Computers 3 Semester hour(s)

Third Semester - (Fall) Sem/Hrs: 15

- Humanities/Fine Aarts 3 Semester hour(s)
- BUS 210 - Marketing 3 Semester hour(s)
- BUS 211 - Introduction to International Business 3 Semester hour(s)
- COM 131 - Introduction to Oral Communication 3 Semester hour(s)
- ECO 211 - Principles of Macroeconomics 3 Semester hour(s)

Fourth Semester - (Spring) Sem/Hrs: 16

- Electives (ACC, BUS, CIS, OAS) 3 Semester hour(s)

- BUS 105 - Fundamentals of Personal Selling 3 Semester hour(s)
- BUS 222 - The Legal Environment of Business 3 Semester hour(s)
- BUS 231 - Occupational Seminar I 1 Semester hour(s)
- BUS 235 - Occupational Internship I 3 Semester hour(s)
- MAT 106 - Applied Mathematics 3 Semester hour(s)
- OR HIGHER

Notes

*Although this suggested course sequence is mostly 16-week online options, there are four courses that will be in the 8-week online format.

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