

## STUDENT EDUCATIONAL PLAN

(Needed for Each Registration, VA, and Financial Aid Approval)

Counselor's Initials \_\_\_\_\_  
Semester of Entry \_\_\_\_\_

DATE \_\_\_\_\_ Date Initial \_\_\_\_\_ Date Initial \_\_\_\_\_ Date Initial \_\_\_\_\_  
 NAME \_\_\_\_\_ (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (MI) \_\_\_\_\_ SSN \_\_\_\_\_ ADVISOR \_\_\_\_\_ ROOM/EXT \_\_\_\_\_ / \_\_\_\_\_

The following developmental courses are required as a part of your program and must be completed prior to attempting courses from the same area in the curriculum.

MATH \_\_\_\_\_ ENGLISH \_\_\_\_\_ READING(RED) \_\_\_\_\_ SCIENCES \_\_\_\_\_

OTHER CONDITIONS: \_\_\_\_\_ COLLEGE/MAJOR \_\_\_\_\_ / \_\_\_\_\_

*You must follow this curriculum outline! Failure to do so may result in loss of VA, Financial Aid, or other benefits.*

### Business Administration/Banking and Finance (A2512A)

**EFFECTIVE DATE: Fall 2006**

Revised: 04/04/06

**OTHER REQUIRED COURSES:**

\_\_\_ ACA 111 College Student Success 1  
 \_\_\_\_\_ 3  
 \_\_\_\_\_ Elective \_\_\_\_\_ 4

**GENERAL EDUCATIONS COURSES:**

\_\_\_ ENG 111 Expository Writing 3  
 \_\_\_ ENG 114 Prof Research & Reporting 3  
 \_\_\_ COM 231 Public Speaking 3  
 \_\_\_ MAT 115 Mathematical Models 3  
 \_\_\_ ECO 252 Prin of Macroeconomics 3  
 \_\_\_\_\_ 3  
 \_\_\_\_\_ Humanities/Fine Arts Elective \_\_\_\_\_ 18

**MAJOR COURSES:**

**Required Core Courses**

\_\_\_ ACC 120 Prin of Financial Accounting 4  
 \_\_\_ BUS 115 Business Law I 3  
 \_\_\_ CTS 130 Spreadsheet 3

\_\_\_ BUS 137 Principles of Management 3  
 \_\_\_ MKT 120 Principles of Marketing 3  
**16**

**Required Core Subject Areas**

\_\_\_ ECO 251 Prin of Microeconomics 3  
**3**

**Required Concentration Courses**

\_\_\_ BAF 110 Principles of Banking 3  
 \_\_\_ BAF 131 Fund of Bank Lending 3  
 \_\_\_ BAF 141 Law & Banking: Principles 3  
 \_\_\_ BAF 222 Money & Banking 3  
**12**

**Other Major Courses**

\_\_\_ BAF 232 Consumer Lending 3  
 \_\_\_ BAF 234 Residential Mort Lending 3  
 \_\_\_ BAF 235 Analyzing Fin Statements 3  
 \_\_\_ BUS 110 Introduction to Business 3  
 \_\_\_ BUS 225 Business Finance 3  
 \_\_\_ CIS 111 Basic PC Literacy 2  
**17**

**Six hours from following list; no more than three hours from COE:**

\_\_\_ BAF 111 Teller Training 3  
 \_\_\_ BUS 116 Business Law II 3  
 \_\_\_ BUS 121 Business Math 3  
 \_\_\_ BUS 125 Personal Finance 3  
 \_\_\_ BUS 135 Principles of Supervision 3  
 \_\_\_ BUS 153 Human Resource Management 3  
 \_\_\_ BUS 230 Small Business Management 3  
 \_\_\_ BUS 240 Business Ethics 3  
 \_\_\_ BUS 260 Business Communication 3  
 \_\_\_ ECM 210 Intro to E-Commerce 3  
 \_\_\_ MKT 123 Fundamentals of Selling 3  
 \_\_\_ COE 111 Co-op Work Experience I 1  
 \_\_\_ COE 112 Co-op Work Experience I 2  
 \_\_\_ COE 113 Co-op Work Experience I 3  
 \_\_\_ COE 121 Co-op Work Experience II 1  
 \_\_\_ COE 122 Co-op Work Experience II 2  
 \_\_\_ COE 131 Co-op Work Experience III 1

**TOTAL SEMESTERS HOURS: 76**

**Note:** Students may not take an introductory foreign language to fulfill the Humanities/Fine Arts requirement.

**Co-op Option:** Qualified students may elect to take up to three (3) credit hours of Cooperative Education in lieu of a free elective provided they acquire approval from the Co-op Director and the Department Chairperson.

TRANSCRIPT(S) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

TOTAL TRANSFER CREDITS GRANTED: \_\_\_\_\_  
 TOTAL CREDITS COMPLETED AT RE-ENTRY: \_\_\_\_\_

Bachelor's Degree: Yes / No      Attended Other Post-Secondary Institutions: Yes / No Race: \_\_\_\_\_ Sex: M / F      Residency: In-State / Out-of-State

FINANCIAL AID APPROVAL \_\_\_\_\_ (Counselor=s Signature) VA BENEFITS APPROVAL \_\_\_\_\_ (Counselor's Signature)

**FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE**  
**BUSINESS ADMINISTRATION/BANKING AND FINANCE (A2512A)**

Effective: Fall 2006

Revised: 04/04/06

Length: 5 Semesters

Prerequisite: High School Diploma

Award: Associate in Applied Science

**FALL SEMESTER 1**

Prefix No.	Title	Class	Lab	Clinical	Credit
ACA111	College Student Success	1	0	0	1
BAF110	Principles of Banking	3	0	0	3
BUS115	Business Law I	3	0	0	3
CIS111	Basic PC Literacy	1	2	0	2
ENG111	Expository Writing	3	0	0	3
MAT115	Mathematical Models	2	2	0	3
<b>Totals</b>		<b>13</b>	<b>4</b>	<b>0</b>	<b>15</b>

**SPRING SEMESTER 1**

Prefix No.	Title	Class	Lab	Clinical	Credit
ACC120	Prin of Financial Accounting	3	2	0	4
BAF141	Law & Banking: Principles	3	0	0	3
BUS110	Introduction to Business	3	0	0	3
BUS137	Principles of Management	3	0	0	3
ENG114	Prof Research & Reporting	3	0	0	3
	Major Elective	3	0	0	3
<b>Totals</b>		<b>18</b>	<b>2</b>	<b>0</b>	<b>19</b>

**SUMMER SEMESTER 1**

Prefix No.	Title	Class	Lab	Clinical	Credit
CTS130	Spreadsheet	2	2	0	3
	Elective	3	0	0	3
<b>Totals</b>		<b>5</b>	<b>2</b>	<b>0</b>	<b>6</b>

**FALL SEMESTER 2**

Prefix No.	Title	Class	Lab	Clinical	Credit
BAF131	Fund of Bank Lending	3	0	0	3
BAF222	Money & Banking	3	0	0	3
BUS225	Business Finance	2	2	0	3
COM231	Public Speaking	3	0	0	3
ECO251	Prin of Microeconomics	3	0	0	3
MKT120	Principles of Marketing	3	0	0	3
<b>Totals</b>		<b>17</b>	<b>2</b>	<b>0</b>	<b>18</b>

**SPRING SEMESTER 2**

Prefix No.	Title	Class	Lab	Clinical	Credit
BAF232	Consumer Lending	3	0	0	3
BAF234	Residential Mort Lending	3	0	0	3
BAF235	Analyzing Fin Statements	3	0	0	3
ECO252	Prin of Macroeconomics	3	0	0	3
	Major Elective	3	0	0	3
	Humanities/Fine Arts Elec	3	0	0	3
<b>Totals</b>		<b>18</b>	<b>0</b>	<b>0</b>	<b>18</b>

**TOTAL REQUIRED CREDITS.... 76**

**Co-op Option:** Qualified students may elect to take up to three (3) credit hours of Cooperative Education in lieu of a free elective provided they acquire approval from the Co-op Director and the Department Chairperson.

## PROGRAM FACT SHEET

### BUSINESS ADMINISTRATION/BANKING AND FINANCE

A2512A

Banking and Finance is a concentration under the curriculum title of Business Administration. This curriculum is designed to prepare individuals for a career with various financial institutions and related businesses.

Course work includes principles of banking, money and banking, lending fundamentals, teller training, banking and business law, and practices in the areas of marketing, management, accounting, and economics.

Graduates should qualify for a variety of entry-level jobs in banking and finance. Also available are employment opportunities with insurance, brokerage and mortgage companies, and governmental lending agencies.

#### Awards

**Associate Degree:** Business Administration/Banking and Finance (A2512A)

**Length of Program:** 5 Semesters  
**Prerequisite:** High School Diploma

**Diploma:** Not Applicable

**Length of Program:**  
**Prerequisite:**

**Certificate:** Not Applicable

**Length of Program:**  
**Prerequisite:**

**Cooperative Education Requirements/Opportunities:** Qualified students may take up to eight (6) credit hours of Cooperative Education. Three (3) credit hours in lieu of other major courses and three (3) credit hours in lieu of a free elective upon approval of the Department Chairperson and Co-op Director.

**License or Certification Information:** None Required

#### **Program Information Contact:**

Curriculum Coordinator: Daisy Foxx  
Telephone Number: (910) 678-8598  
Office Location: Cumberland Hall, Room 377J  
Email: [foxxd@faytechcc.edu](mailto:foxxd@faytechcc.edu)

Department Office: Cumberland Hall, Room 377  
Telephone: (910) 678-8292  
FTCC Web Site: [www.faytechcc.edu](http://www.faytechcc.edu)

**Application Deadlines:** The program is designed for a student to enter during the fall semester. A student may enter at other times with approval of the Department Chairperson.

**Scholarship/Financial Aid Information:** Scholarships are available.  
Financial Aid Office, Student Center, Room 126; Telephone: (910) 678-8448

#### **Child Care Financial Assistance Information:**

See Child Care Associate, Student Center, Room 142; Telephone: (910) 678-8486/8387

#### Employment Statistics

##### **Job Placement Rates:**

100% of 2005 graduates available for work were employed within four (4) months.

##### **Average Salary of Graduates:**

Graduates who graduated in 2005 earn an average salary of \$20,781.

**ATTENTION:** If you have missed a fall or spring semester, you must see a counselor to be readmitted into your program.

Revised: 04/04/06