The North Carolina Career and College Promise at Cape Fear Community College

College Pathway: Business Administration

This program is designed to introduce students to various aspects of business administration. Students will be provided with fundamental knowledge of business functions, processes, and an understanding of business organizations in today’s global economy.

### Business Administration Certificate 

**Admission & Enrollment Requirements**

To be eligible for enrollment in this program, you need to meet the following criteria:

1. Be a high school **junior** or **senior** when CFCC classes start;
2. Have a weighted high school **GPA of 3.0** or principal’s approval;
3. Meet the following **Accuplacer NC DAP Scores**:
   - Minimum score of **80** on Accuplacer or **151** on NCDAP Reading.
   - **7** or higher on DMAs 010-030.

**PSAT/PLAN/ACT/SAT** scores may also be used.

If you meet these qualifications, submit your completed application along with the latest version of your high school transcripts to CFCC. For more information, please see your high school counselor or career development coordinator and visit our website: [www.cfcc.edu/ccp](http://www.cfcc.edu/ccp)

### Business Administration Certificate 

**Course Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 120: Principles of Accounting</td>
<td>4</td>
</tr>
<tr>
<td>BUS 110 Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>*CIS 111 Basic PC Literacy</td>
<td>2</td>
</tr>
<tr>
<td>*MKT 120 Principles of Marketing</td>
<td>3</td>
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</tbody>
</table>

**Total Credit Hours** .......................................... 12

*If you meet criteria established by the North Carolina High School to Community College Articulation Agreement, you may be eligible to receive credit for CIS 111 and MKT 120. See your school counselor for more information.

### Class Locations

These courses are offered at a CFCC campus or online. To find a specific course offering, select the “Search for Classes” option on the CFCC website: [www.cfcc.edu](http://www.cfcc.edu).

### Registration Process

Accepted students may register for classes during new student orientation. Returning students may register on Web Advisor.