



Associate of Arts Degree

Credit Hours Required for Graduation:
Associate of Arts Degree: 60.0



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Earning your Associate of Arts degree in Business Communications at SCC gives you a chance to learn how to communicate effectively. You can choose to continue your education and work on a bachelor's degree immediately upon graduation from SCC, or you can choose to go into the workforce and get a job as a Communications Specialist, an Advertising Sales Agent, or in many other positions in the field of communications and business. Southeast Community College works with several colleges, including Concordia University in Seward, where you can easily transition to a four-year degree now or later.

Why SCC?

The field of Business Communications is broad, and there are a variety of jobs available. Southeast Community College has exceptional instructors who are experts in their field. This knowledge base gives you an edge when you begin looking for a career. SCC also offers a quality education at an affordable price. This cost savings is a huge plus to students. We also offer flexible classes that fit your busy schedule. If face-to-face classes aren't a good fit, we offer the program in an online format so that you can take classes when it's convenient for you. If you choose our face-to-face option, our class sizes are small and the environment is friendly, making you more comfortable.



Program Overview

The Associate of Arts degree is for students who plan to complete their first two years of a bachelor's degree before transferring to a four-year institution. For more specific information based on the institution to which you want to transfer, please visit: www.southeast.edu/transfer-information.



Getting your associate degree in business communication at SCC is a great way to start your path to completing your bachelor's degree at Concordia University, Nebraska. As a former instructor at SCC, I am confident the requirements of the SCC courses will prepare you for completing your bachelor's degree at Concordia. An associate degree through SCC is a first step to becoming a Concordia graduate and joining the Bulldog family. Go Bulldogs!



- Todd Johnson, Assistant Professor of Business Administration, Concordia University, Nebraska

2019-2020 Tuition/Fee Rate Per Credit Hour	
Nebraska Resident	\$108
Out-of-state tuition/fee rate	\$129
Estimated Expenses	
Tuition/Fees	\$ 6480
Books	3300
Tools/Supplies	0
Total:	\$9,780

Types of jobs available

- Advertising Sales Agent
- Business Operations Specialist
- Client Service Associate
- Communications Specialist
- Customer Service Representative
- Human Resource Specialist
- Journalist
- Marketing Manager
- Public Relations and Fundraising Manager
- Social Media Manager

Special Program Requirements

Students who wish to pursue their education in Accounting must complete the regular SCC admission requirements, and all prerequisite courses must have a grade of "C" or higher to continue through the program.

A.A. Business Communications -

Suggested Courses

Credit Hours Required for Graduation **60.0 Credits**

Written Communications	6.0 Credits
ENGL1010 English Composition I	3.0
ENGL1020 English Composition II	3.0
OFFT2120 Business Communications Strategies	3.0

Speech Communications	3.0 Credits
SPCH1090 Fundamentals of Human Communication	3.0
SPCH1110 Public Speaking	3.0
SPCH2810 Business & Professional Communication	3.0

Mathematics/Logic	3.0 Credits
MATH1150 College Algebra	3.0
MATH1200 Trigonometry	3.0
MATH1300 Pre-Calculus	5.0
MATH1400 Applied Calculus	3.0
MATH1600 Calculus with Analytical Geometry I	5.0
MATH2170/BSAD2170 Applied Statistics	3.0

Natural Science with Lab **7.0 Credits**
Take two of the following, including one lab course (4.0 or 5.0 hrs):

BIOS1010 General Biology	4.0
BIOS1030 Environmental Biology	3.0
BIOS1090 General Botany	4.0
BIOS1120 Introduction to Zoology	4.0
BIOS1140 Human Anatomy	4.0
BIOS1400 Biology I	4.0
BIOS1410 Biology II	4.0
BIOS2130 Human Physiology	4.0
BIOS2250 Human Anatomy & Physiology I	4.0
BIOS2260 Human Anatomy & Physiology II	4.0
BIOS2460 Microbiology	4.0
BIOS2200 Principles of Ecology	4.0
BIOS2410 General Genetics	4.0
BIOT1400 Introduction to Biotechnology I	4.0
BIOT2400 Introduction to Biotechnology II	4.0
CHEM1050 Chemistry & the Citizen	4.0
CHEM1090 General Chemistry I	4.0
CHEM1100 General Chemistry II	4.0
CHEM2550 Biological Organic Chemistry	3.0
FSDT1350 Basic Nutrition	3.0
GEOG1500 Physical Geography	4.0
GEOL1010 Physical Geology	4.0
GEOL1060 Environmental Geology	3.0
PHYS1030 Astronomy	4.0
PHYS1100 Physical Science	4.0
PHYS1130 Selected Topics in Astronomy	3.0
PHYS1150 Descriptive Physics	4.0
PHYS1410 Elementary General Physics I	5.0
PHYS1420 Elementary General Physics II	5.0
PHYS2110 General Physics I	5.0
PHYS2120 General Physics II	5.0
PSYC2730 Brain & Behavior	3.0

NOTES: Cannot receive credit for CHEM1050 and CHEM1090. Credit cannot be received for more than one of these: PHYS1150, 1410 and 2110.

Some 4-year schools require science courses to be taken from two different disciplines.

Check with an advisor at the 4-year schools you are considering.

Humanities **9.0 Credits Total**

Choose three courses from at least two different groups:

Group 1: Literature/Journalism/Philosophy:	
ENGL2050 Modern Fiction	3.0
ENGL2100 Introduction to Literature	3.0
ENGL2140 Introduction to Shakespeare	3.0
ENGL2150 Introduction to Women's Literature	3.0
ENGL2160 Children's Literature	3.0
ENGL2200 Science Fiction Literature	3.0
ENGL2210 American Literature After 1865	3.0
ENGL2220 British Literature Post 1800	3.0
ENGL2440 African American Literature	3.0
ENGL2450 Native American Literature	3.0
ENGL2460 Latino/a & Latin American Literature	3.0
ENGL2470 Asian American Literature	3.0
JOUR1810 Introduction to Mass Media	3.0
JOUR1820 Media Writing	3.0
PHIL1010 Introduction to Philosophy	3.0
PHIL1060 Applied Ethics	3.0
PHIL1100 Intro to Logic and Critical Thinking	3.0
PHIL2130 Bioethics	3.0
PHIL2610/RELS2610 Comparative Religions	3.0

Group 2: Creative/Fine/Performing Arts:	
ARTS1010 Introduction to Visual Arts	3.0
ARTS1050 Intro to Art History & Criticism I	3.0
ARTS1060 Intro to Art History & Criticism II	3.0
ARTS1110 Beginning Drawing I	3.0
ARTS1210 2-Dimensional Design	3.0
ARTS1330 Beginning Ceramics I	3.0
ARTS2510 Beginning Painting I	3.0
ARTS2650 Native American Art	3.0
ARTS2750 Women in Art	3.0
ARTS2850 History of Photography	3.0
ENGL1510 Introduction to Creative Writing	3.0
ENGL2520 Fiction Writing	3.0
ENGL2530 Poetry Writing	3.0
HUMS1100 Introduction to the Humanities	3.0
HUMS1200 Contemporary Arts & Ideas	3.0
MUSC1010 Introduction to Music	3.0
MUSC1610 Music Theory I	4.0
MUSC2750 Introduction to American Music	3.0
MUSC2800 Introduction to World Music	3.0
MUSC2870 History of Rock Music	3.0
PHOT1750 Beginning Photography	3.0
PHOT1760 Digital Photography & Creative Imaging	3.0
SPCH2050 Oral Performance of Literature	3.0
THEA1010 Introduction to Theatre	3.0
THEA1140 Basic Acting	3.0
THEA1851 Theatre Practicum	3.0
THEA2130 Film Appreciation	3.0

Group 3: Language	
1010 Beginning Language I (Chinese, German or Spanish)	5.0
1020 Beginning Language II (Chinese, German or Spanish)	5.0
2010 Second Year Language I (Chinese, German or Spanish)	3.0
2020 Second Year Language II (Chinese, German or Spanish)	3.0
2100 Accelerated Language (German or Spanish)	6.0

Social Sciences **9.0 Credits**

Choose three courses based on transfer college's requirements:

Economics/Political Science	
ECON2110 Macroeconomics	3.0
ECON2120 Microeconomics	3.0
Anthropology/Psychology/Sociology:	
ANTH1020 Intro to Cultural Anthropology	3.0
ANTH1120 General Anthropology	3.0
POLS1000 American Government	3.0
PSYC1250 Interpersonal Relations	3.0
PSYC1810 Introduction to Psychology	3.0
PSYC2880 Social Psychology	3.0
PSYC2960 Lifespan Human Development	3.0
SOCI1010 Introduction to Sociology	3.0
SOCI1020 Diversity in Society	3.0
SOCI2150 Issues of Unity & Diversity	3.0
Geography/History:	
GEOG1000 Exploring Our World: Fund of Geo Sci	3.0
GEOG1400 Human Geography	3.0
GEOG1420 World Regional Geography	3.0
HIST1000 Western Tradition to 1500	3.0
HIST1010 Western Tradition since 1500	3.0
HIST2010 American History I	3.0
HIST2020 American History II	3.0
HIST2100 World History to 1500 CE	3.0
HIST2110 World History since 1500 CE	3.0
HIST2960 Survey of African American History	3.0

Culture & Gender Studies **3.0 Credits**

Take one:	
ANTH1120 General Anthropology	3.0
ARTS2650 Native American Art	3.0
ARTS2750 Women in Art	3.0
EDUC1110 Intro to Professional Education	3.0
EDUC1700 Professional Practicum I	1.0
EDUC2300 Introduction to Special Education	3.0
EDUC2590 Instructional Technology	3.0
ENGL2150 Introduction to Women's Literature	3.0
ENGL2440 African American Literature	3.0
ENGL2450 Native American Literature	3.0
ENGL2460 Latino/a & Latin American Literature	3.0
ENGL2470 Asian American Literature	3.0
GEOG1400 Human Geography	3.0
GEOG1420 World Regional Geography	3.0
GLST2980 Global Studies	3.0
HIST2100 World History to 1500 CE	3.0
HIST2110 World History since 1500 CE	3.0
HIST2960 Survey of African American History	3.0
MUSC2800 Introduction to World Music	3.0
PHED1000 Lifetime Wellness	3.0
PHIL2610/RELS2610 Comparative Religions	3.0
POLS1600 International Relations	3.0
SOCI1020 Diversity in Society	3.0
SOCI2000 Women in Contemporary Society	3.0
SOCI2010 Social Problems	3.0
SOCI2150 Issues of Unity & Diversity	3.0
SPCH2110 Intercultural Communication	3.0

Electives (Minimum of 18 hours; must have minimum of 60 hours to graduate) **18.0-21.0 Credits**

NOTE: The following courses are standard requirements for business majors at many, but not all, four-year schools.

Schedule an appointment with an advisor to see which of these courses will apply to your business major at your 4-year school.

ACCT1200 Principles of Accounting I (Required)	3.0
BSAD2520 Principles of Marketing (Required)	3.0
OFFT2120 Business Communication Strategies	3.0
(Do not take OFFT2120 if student has taken ENGL1100)	

Other suggested business electives:	
BSAD1010 Microsoft Applications I	3.0
BSAD1020 Microsoft Applications II	3.0
BSAD1050 Introduction to Business	3.0
BSAD1090 Business Law I	3.0
BSAD1100 Business Law II	3.0
BSAD2310 Business Ethics	3.0
BSAD2370 Human Resources Management	3.0
BSAD2430 Marketing Communications	3.0
BSAD2540 Principles of Management	3.0
ECON1200 Personal Finance	3.0
ENTR1050 Introduction to Entrepreneurship	3.0

