

DISCOVER

Business

Cotley's Business Department provides students with the business core courses needed for transfer to a college of business in the fields of accounting, business administration, finance, human resource management, management and marketing. The business core also prepares for transfer to programs with a major in economics or a specialization in international business. There is a wide variation among colleges and universities for the degree requirements in these fields. Students are assisted in planning schedules to fit as closely as possible the needs of their particular fields of study and transfer institutions.

Career Opportunities

More than one in five bachelor's degrees is earned in business and one quarter of all master's degrees are in business. The main subject areas in business are topics that every student can benefit from.

The business major encompasses a very broad field. A school of business in a large university may offer majors in accounting, business administration, business management, entrepreneurial studies, finance, international business, marketing, and business law. Plus, most majors are required to have introductory courses in most of these areas.

Additional specializations in business include real estate, insurance, fashion merchandising, hospitality management, and paralegal studies.

A degree in business offers an endless range of employment possibilities. The following list of sample occupations for a business major represents some, but certainly not all, of the careers you might consider.

Business graduates find employment as accountants, auditors, bankers, purchasing agents, financial analysts, managers, administrators, supervisors, trainers, systems analysts, entrepreneurs, marketing directors, sales representatives import brokers, international trade specialists.

Internship and Directed Study Opportunities

As a business major, your chances to gain real world learning experiences through internships and directed studies are almost boundless.

Students at Cotley College participate in internships throughout the year with a variety of businesses, organizations, and non-profit agencies. A successful internship provides students with an opportunity to apply their classroom learning to the workplace.

Employers and graduate schools agree that students who have put classroom concepts and skills to work in a "real world" environment are more realistic and productive than those who have not.

Get Involved

Want to have fun and develop your leadership skills and your resume at the same time? Then get involved at Cotley College and in the Nevada community.

Cotley College has more than 35 student clubs and organizations in which to be involved. Plus, the Nevada and surrounding community offer an abundance of service opportunities.

Here are a few activities you might consider pursuing as a business major: join Phi Beta Lambda; work as business manager for *The Spectrum* (Cotley's student newspaper); lead a campus organization or project; participate in Cotley's Student Government Association (S.G.A.); take a leadership course; join Cotley's chapter of ROTARACT; organize community service events; or compete in state and national business competitions.

With the assistance of faculty and the transfer and career planning coordinator, business majors can find a variety of local and national internship experiences.

Opportunities exist locally to intern with the Chamber of Commerce, H&R Block, City Economic Development, health care facilities, various non-profit organizations, and government agencies.

Directed study opportunities are available in all disciplines. Under the supervision of faculty, students can pursue academic credit on a topic or project that is related to, but beyond the scope of, regular course offerings.

Directed study topics can be tailored to your interests, whether it is conducting individual scientific research, studying girls' punk music, or conducting advanced computer programming.

SHAPING YOUR OWN DESTINY

BUSINESS (4-Semester Sample Schedule)

Students should consult the catalog of the college to which they plan to transfer for specific requirements in their major. This suggested schedule is designed to provide the Associate in Arts degree candidate with the appropriate Cottey College core curriculum and enough coursework in their field to complete the 62 hours required for an A.A. degree. *Schedules may vary based on available classes and interests.*

First Year Fall Semester	Credit Hrs.	First Year Spring Semester	Credit Hrs.
ENG101 English Composition I	3	ENG102 English Composition II	3
MAT103 College Algebra or higher	3 or 4	Laboratory Science	4 or 5
Foreign Language	3 or 4	Foreign Language	3 or 4
BUS101 Intro to Business*	3	BUS291 Principles of Marketing*	3
CSC100 Computer Apps. in the Liberal Arts*	3	ENG210 Business & Technical Comm.*	3
Physical Activity	1	Physical Activity	1

Second Year Fall Semester	Credit Hrs.	Second Year Spring Semester	Credit Hrs.
Humanities/Fine Arts	3	Humanities	3
Fine Arts Theory	3	BUS212 Principles of Accounting II*	3
BUS211 Principles of Accounting I*	3	ECO202 Principles of Economics II: Micro*	3
ECO201 Principles of Economics I: Macro	3	Electives	6 to 9
Electives	3 to 6		

*** Courses recommended for major**

In choosing electives, students should aim for courses related to the interests they anticipate pursuing. For example:

- Students with interests in personnel or in non-profit organizations are wise to take courses in psychology or sociology.
- Students with interests in computer information systems are wise to take courses in computer science.
- Business majors can benefit from taking statistics, calculus I, speech communications, marketing, personal finance, computer science, logic, and ethics.

Faculty Advising

Preparing a class schedule, investigating majors, and researching transfer institutions can be confusing for a first-year student. At Cottey College, academic advising assists the individual student in clarifying and achieving her educational goals.

Each student is assigned a full-time faculty member as an academic advisor. Together the advisor and student devise a balanced academic program, which encompasses the student's educational

and career ambitions. The advisor reviews all registration decisions, the advisee's academic progress, and suggests transfer and career options.

This personalized approach to student advising allows the student to take responsibility for her own academic program, while tapping into faculty expertise.

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