



at a glance

# Business Administration: Management

**Department:** Business and Information Technology

**Degree:** Associate of Applied Science (A.A.S.)

**Entry time:** Fall, Spring, Summer

**Length:** 2 years (5 semesters)

## FlexFORWARD

### Flexible. Affordable. Doable.

The new way for adults, age 21+ with professional experience, to do college:

### Self-paced online learning

Finish online classes in weeks — or even faster when you set your own pace.

### Use what you know

Your experience can accelerate program completion, saving you time AND money!

### Designed for affordability

Take and only pay for one class at a time, with tuition that's about half the cost of traditional 4-year programs.

### The help you need

You'll have access to financial aid, scholarships, and a personal success coach — AND many courses use materials that are included at NO CHARGE.

### Flexibility that fits

With multiple start times and online learning, FlexFORWARD lets you complete classes anytime and anywhere that works for you.

## Program Description

Do you see yourself as the leader of a team? The Business Administration: Management program is designed to help you develop the management skills needed for career advancement. With elective options, you can tailor the program to fit your specific needs. In addition, you can increase your marketability with various certificate options so you can achieve your career goals.

## Career Opportunities

Small business owner  
Frontline manager  
Advancement into supervisory capacities  
Human resources specialist

## Sample Classes

Introduction to Business  
Professionalism: Business Competition  
Principles of Selling  
Principles of Management  
Human Resources Management  
Project Management Basics  
Principles of Marketing  
Principles of Supervision  
Introduction to Entrepreneurship  
Management Capstone

## Program Attributes

Can be completed 100 percent online or on campus, or you can take a blended approach.  
Faculty with real-world management experience.  
Management concepts and strategies for the modern world.  
Global projects with international travel opportunities.

## Certificate Options

Customize your degree and boost your resume with Kirkwood's certificate options. Students in the Business Administration: Management program can specialize in:

Entrepreneurship  
Human Resources  
Project Management

## Scholarships

We award more scholarships than any other community college in Iowa. Complete one application to be eligible. To apply visit [www.kirkwood.edu/scholarships](http://www.kirkwood.edu/scholarships).

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