



# WARNER PACIFIC COLLEGE

ADP | ADULT DEGREE PROGRAM

## Bachelor of Business Administration

*The Bachelor's Degree in Business Administration (BBA) program balances theoretical instruction with practical, hands-on experiences. Warner Pacific business graduates have gone on to careers in accounting, marketing and management, as well as to various graduate programs.*

### Admission Requirements

- Completed application with a \$25 fee
- Completed and signed payment plan worksheet
- A minimum of 48 college-level credits from an accredited college or university or CLEP, PEP, and ACE, or other standardized evaluations (no specific course prerequisites prior to admission)
- Official transcripts from all higher education institutions attended
- A cumulative GPA of 2.0 on all higher education coursework
- Two years of full-time work experience (no minimum age requirements)
- TOEFL may be required for applicants whose native language is not English

### Graduation Requirements

- Completion of a minimum of 124 semester credits
- Completion of a minimum of 40 semester credits of upper division (300-400) study level (contained in the program) with at least a GPA of 2.0 in all courses
- Completion of all courses as listed in the program of study (Note: A maximum of 6 credits may be transferred into cohort study)

- Completion of the core course requirements (15 courses or 45 credits)
- A cumulative GPA of 2.0
- Payment of all tuition and fees is required prior to receiving diploma

### Tuition

- 43 semester credits in cohort study  
\$18,275 (\$425 per credit)\*
- Books and materials for 14 courses (estimated cost)  
\$2,575\*

\*Tuition and book fees are subject to change and are reviewed annually. (Last update: June 2012)

### Admission Fees

- \$25 application fee
- \$50 registration fee
- \$95 graduation fee\*

\*Graduation fee subject to change to current rate at time of graduation. Fees are subject to change and are nonrefundable. Financial aid is available to those who qualify.

Additional tuition will be charged for courses needed to meet graduation requirements for the bachelor's degree that are not included in the cohort study.

### Course Descriptions

#### BUS 300A: Leadership and Supervision (2 credits)

This course is designed to enable students to prepare for leadership and supervisory positions and improve their leadership and supervisory competencies, by comprehending and applying theory, research, case studies, and practical experience to the workplace. Students will explore and discuss relevant concepts and practical applications, as well as produce specific learning outcomes, through assignments individually, and as part of learning teams. Additionally, a strong ethics component is integrated into the course, highlighting various types of ethical choices and challenges facing today's leaders and supervisors.

#### BUS 303A: Business and Employment Law (3 credits)

The topics in this course include laws of contracts, commercial transactions, sales, commercial paper, agency, and business organizations (including sole proprietorships, partnerships, and corporations.) The course also concentrates on the common and statutory law of the employment relationship, excluding labor law, and gives a broad overview of the state and federal laws prohibiting employment discrimination.

**BUS 306A: Economics for Managers (3 credits)**

The course focus is on the practical application of the following basic economic principles: opportunity cost, demand and supply, elasticity, costs and benefits of decisions, supplier behavior, costs of the firm, types of firms, profit, and loss. The main emphasis of the applications will be on how these principles influence business decisions.

**BUS 310A: Management Theory and Practice (3 credits)**

This course explores elements of business management. By investigating the principles of planning, organizing, leading, and controlling, the student will be able to describe and apply skills required for successful management. The student will also examine contemporary issues that managers face, such as customer focus, globalization, diversity, ethics, information technology, entrepreneurship, work teams, service economy, and small business management. The goal of this course is to define how managers accomplish goals through people.

**BUS 313A: Accounting for Managers (3 credits)**

This course emphasizes the major principles and practices of financial accounting, including the accounting cycle and preparation of financial statements. Further emphasis will be placed on analysis and interpretation of those statements, leading to an understanding of their use as a managerial tool.

**BUS/PSY 321A: Organizational Behavior & Design (3 credits)**

A study of the effectiveness of organizations as related to their structural characteristics (mission, technology, environment, and form) and behavioral influences (leadership style, job characteristics, performance goals, work groups, and individual dispositions).

**BUS 340A: Marketing for Managers (3 credits)**

This course concentrates on the fundamentals of marketing, emphasizing segmenting and targeting customers; researching the market; market image; uniqueness in marketing; and the marketing business plan, including distribution, location, price structure, and promotion.

**BUS 401A: Quantitative Analysis for Business (3 credits)**

The emphasis of the course is on using statistics in business situations, concentrating on behavioral research. Students will review descriptive statistics, sampling, estimation, and hypothesis testing. Computer applications are integrated into course study.

**BUS 450A: Business Policies (4 credits)**

A capstone course that helps integrate the approaches, techniques and philosophies learned in functional area courses, and provides the theory and practice of top-level, organization-wide administration. Emphasis is placed on developing an ethical environment in which to work.

**BUS 453A: Operations Management (3 credits)**

A study of the operations management function, which is responsible for the planning, organizing, and controlling of resources in both the manufacturing and service industries. These problems are studied from the managerial, administrative, and employee perspective. Emphasis is placed on manufacturing policy, the design of productive systems, operations planning and controls, operations strategy, and technology management.

**BUS 461A: Corporate Finance (3 credits)**

This course focuses on the fundamental concepts, techniques, and practices of financial management. Emphasis is placed on the basic concepts of managerial finance, important financial concepts (time-value of money, risk and return, bond and stock valuation), long-term investment decisions, and long-term and short-term financial decisions.

**EN 200A: College Composition (3 credits)**

Intensive practice in the development of academic writing skills, from the personal essay to the documented essay.

**HUM 310A: Ethics, Faith, Living, Learning (3 credits)**

An interdisciplinary consideration of the relationship of the Christian faith to aspects of the human condition. Students will be challenged to infuse a personal theological perspective into their thinking about self, society, and the world.

**REL 320A: Spirituality, Character and Service (3 credits)**

An examination of religious themes found in American culture, through film, television, music, and other media. Particular attention is given to their meaning and application in human, family, social service, education, and religious organizations.