




**CAYUGA**  
COMMUNITY COLLEGE

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<b>AUBURN CAMPUS</b>	<b>FULTON CAMPUS</b>
197 Franklin Street Auburn NY 13021	806 W. Broadway Fulton NY 13069



Business Administration  
Business Accounting



**BUSINESS DEGREES**

## Start your career in business at Cayuga

Cayuga can help you prepare you for a broad range of business careers including:

- Accounting
- Business Administration
- Business Information Systems
- Entrepreneurship
- Human Resource Management
- Management
- Marketing & Communications
- Office Administration
- Project & Operations Management

Cayuga's business degree programs provide students with a wealth of skills that can be applied to any number of areas, both professional and personal. Effective communication, problem-solving, and time management skills, for instance, are helpful in any capacity of day-to-day life. Efficient financial management and the ability to organize or lead others are additional traits students may benefit from in any industry. Understanding business and its structures may also help one become a better employee and allow one to make better decisions as a consumer.

### **Business Administration A.S. Degree**

This program is for you if you are interested in transferring to a baccalaureate program in accounting, business administration, secondary business education, marketing or related fields. Students will build a strong foundation of skills in the broad spectrum of business specialties including accounting, application software, business law, and economics, as well as completing the liberal arts courses necessary for transfer.

#### **Career Options**

- Business Manager
- Sales and Marketing Executive
- Human Resources Manager
- Finance and Investments Specialist
- Public Relations Specialist
- Business Teacher or Consultant

### **Business Administration A.A.S. Degree**

This program is for you if you seek a broad program of study in all aspects of business practices and want to go directly to the workplace after graduation. This degree can help you gain the business knowledge, managerial skills, and problem-solving techniques that are vital in today's business world.

#### **Career Options**

- Administrative Assistant
- Administrative Services Manager
- Accounts Payable/Receivable
- Insurance Underwriter or Claims Adjuster
- Sales or Retail Manager
- Entrepreneur

### **Business: Accounting A.A.S. Degree**

This program is for you if you desire a career in accounting, business finance, or other related profession. Students complete a comprehensive sequence of courses in accounting, corporate finance, economics, and federal income tax using QuickBooks, Peachtree, Excel, and tax accounting application software.

Upon completion of the AAS degree, students can be eligible for certifications such as Accredited Business Accountant, or they can continue their education through the master's level, which meets the requirements to become a Certified Public Accountant (CPA).

#### **Career Options**

- Junior Staff Accountant
- Account Clerk
- Payroll Clerk
- Tax Preparer

### **Financial Aid and Scholarships**

More than 85% of full-time Cayuga students receive financial aid. For more information visit [www.cayuga-cc.edu/financial\\_aid](http://www.cayuga-cc.edu/financial_aid)

### **Student Housing**

Lattimore Hall, privately owned and managed student housing, offers modern, dormitory-style accommodations just a short ride from the main campus. Visit [www.lattimorehall.com](http://www.lattimorehall.com) for details.

For degree requirements and detailed course descriptions, view our catalog online at [www.cayuga-cc.edu](http://www.cayuga-cc.edu).

