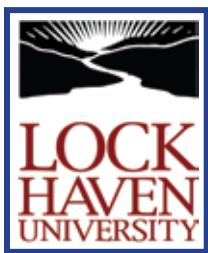


# AAS/Management



Small college lifestyle,  
big university education



**LOCK  
HAVEN  
UNIVERSITY**

**Clearfield Campus**

# Management

## Associate of Applied Science

This two-year program is designed to help you achieve a variety of educational objectives. If you are just entering the workforce, you will be well prepared for a variety of jobs in a broad range of industries and organizations such as office manager, accounting clerk or administrative support. If you have already been working, you will be able to seek advancement in your present job with greater responsibility or find new employment in a wide variety of businesses and nonprofit organizations. This is also a step to further your education since your credits from the two-year program can be applied to your Bachelor's degree in Business either at Clearfield or at the Lock Haven University campus.

## General Education Requirements 27 sh\*

### Wellness, Skills & Science Core 15 sh

|  |      |
|--|------|
| English Composition                              | 3 sh |
| Mathematics ( <i>Basic Statistics required</i> ) | 3 sh |
| Speech   | 3 sh |
| Natural Science                                  | 3 sh |
| Wellness   | 3 sh |

### Humanities 6 sh

(6 sh in at least 2 categories)

|                   |      |
|-------------------|------|
| Art/Music/Theater | 3 sh |
| Literature        | 3 sh |
| Philosophy        | 3 sh |

### Social & Behavioral Sciences 6 sh

(Economics plus one 3 sh)

|                               |      |
|-------------------------------|------|
| World History                 | 3 sh |
| Political Science             | 3 sh |
| Economics ( <i>required</i> ) | 3 sh |
| Psychology                    | 3 sh |
| Sociology or Anthropology     | 3 sh |

## Major Requirements 36 sh

### Core Requirements 15 sh

|                                     |      |
|-------------------------------------|------|
| Financial Accounting                | 3 sh |
| Management Accounting               | 3 sh |
| Introduction to Computers           | 3 sh |
| Advanced Microcomputer Applications | 3 sh |
| Business Writing                    | 3 sh |

### Management Studies Requirements 6 sh

|                                   |      |
|-----------------------------------|------|
| Management: Concepts & Strategies | 3 sh |
| Human Resources Management        | 3 sh |

### Electives 15 sh

|  |      |
|--|------|
| Introduction to Federal Income Tax             | 3 sh |
| Contemporary Issues in Computing               | 3 sh |
| Database Design                                | 3 sh |
| Introduction to Management Information Systems | 3 sh |
| Introduction to Personal Financial Management  | 3 sh |
| Internship ( <i>max 3 sh</i> )                 |      |
| Financial Management                           | 3 sh |
| Introduction to Marketing                      | 3 sh |
| Business Law                                   | 3 sh |

*Any other Accounting, Management or lower division Computer Information Science course approved by advisor.*

**Total 63 sh**

\* Semester hours (i.e. credits) Academic curriculum changes, including revision in required coursework, may occur after publication.

## Clearfield Campus



Small college  
lifestyle...  
big university  
education

For more information, contact:  
Clearfield Campus  
814-765-0559

Office of Admissions  
Lock Haven University  
Clearfield Campus  
201 University Drive  
Clearfield, PA 16830  
E-mail: [clearfieldadmissions@lhup.edu](mailto:clearfieldadmissions@lhup.edu)



Lock Haven University does not discriminate on the basis of race, color, national origin, religion, sex, disability or age in its programs and activities.

A member of the Pennsylvania State  
System of Higher Education