The U.S. Bureau of Labor Statistics (BLS) reported wage and salary employment in the medical and health services management category is projected to grow 23 percent between 2012 and 2022. This growth rate is much faster than other industries. While many of these jobs are for practitioners, nurses, and allied health professionals, many others have duties that do not include hands-on patient care: for example, marketing, human resources, finance, and administration positions.

This degree will provide education on the traditional business disciplines with a focus on the healthcare setting.

Healthcare Administration students will...

- Interact with qualified, award winning faculty in a small class environment.
- Study in Robert A. Dempster Hall, an efficient and beautiful business building with a look and feel of a corporate environment.
- Participate in practicums and internships designed to provide real world experience in healthcare organizations.

Career Planning
Currently, 98 percent of Harrison College of Business graduates find employment within a year of graduation.

Career preparation is part of the mission of Southeast. In fact, more than 90% of Southeast students participate in internships, clinical opportunities, student teaching, research assistantships, and study abroad. St. Louis Business Interview Days offers Southeast business students a one-of-a-kind interviewing and networking opportunity.

Professional career counselors are available for all students. The Office of Career Services in Academic Hall 057 can provide students with professional career counseling, resume critiques, practice interviews, job search strategies, career events, networking opportunities, and more.

<table>
<thead>
<tr>
<th>Demonstrated Career Proficiency is a Requirement of all Southeast Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>CL001/CL002 First Semester</td>
</tr>
<tr>
<td>CL003 Junior Year</td>
</tr>
<tr>
<td>CL004 Senior Year</td>
</tr>
</tbody>
</table>

Potential Internship and Employment Opportunities

- Hospitals
- Insurance Companies
- Medical Office Practices
- Government Agencies
- Home Health Care
- Counseling Centers
- Medical Practice Management
- Risk Management
- Healthcare Technology Companies

Admission Requirements

1. Completion of 60 credit hours.
2. Completion of: AC221, AC222, AD101, BL255, EC215, EC225, EN140, MA134, MG252, QM257, QM258 and SC105 with a grade of ‘C’ or better.
3. Cumulative 2.25 GPA.
4. Business students must be admitted to the College of Business prior to enrolling in upper division (300 level or above) business courses.

About Our Online Programs
At Southeast, if a program is designated as an online degree that means you can complete your degree from anywhere, without ever having to come to one of our campuses. As a student in an online class, your faculty will be the same faculty who teach in our campus classrooms. Advising for online programs and other support services are all completed online by staff that specializes in serving distance students.

Special Options with Business Administration
This program of study is also available as an on campus program and at a Regional Campus (Kennett, Malden, and Sikeston).

Special program fees are required for this program of study, [http://www.semo.edu/sfs/fee-schedule.htm](http://www.semo.edu/sfs/fee-schedule.htm)
Healthcare Administration
Bachelor of Science in Business Administration (BSBA)

This is a guide based on the 2016-2017 Undergraduate Bulletin and is subject to change. The time it takes to earn a degree will vary based on several factors such as dual enrollment, remediation, and summer enrollment. Students will meet with an academic advisor each semester and use DegreeWorks to monitor their individual progress.

CURRICULUM CHECKLIST

Business students must be admitted to the College of Business prior to enrolling in upper division (300 level or above) business courses.

Business Administration Core – 33 Hours Required
A grade of 'C' is required in each core course except accounting majors must earn 'A' or 'B' in AC222.
- AC221 Principles of Accounting I (3) 6s
- AC222 Principles of Accounting II (3) 6s
- BA495 Business Policy & Strategy (3) 5s
- BL255 Legal Environment of Business (3) 6s
- FI301 Financial Management (3) 5s
- MG301 Principles of Management (3) 4s
- MS375 Management Information Systems (3) 5s
- MK301 Principles of Marketing (3) 6s
- OM352 Management Science (3) 6s
Choose 3 Hours From:*
- AC540 International Perspectives of Accounting (3)
- BA560 International Business Study Tour (3)
- EC580 International Economics (3)
- FI540 International Finance (3)
- MG560 International Management (3) 6s
- MK560 International Marketing (3) 6s
* International Course taken to meet Business Administration Core requirement may not be counted on a major.

Support Courses – 30 Hours Required
Some courses may fulfill University Studies requirements.
A grade of 'C' or better is required in each support course.
- AD101 Intro to Microcomputer Applications (3) 5s
- BA452 Professionalism (1) 8
- EC215 Principles of Microeconomics (3) 6s 8
- EC225 Principles of Macroeconomics (3) 6s 8
- EN140 Rhetoric & Critical Thinking (3) 8
- MA134 College Algebra (3) 8
- MG252 Business Communication (2) 6s
- OM257 Business Statistics (3) 6s
- OM258 Business Statistics II (3) 6s
- SC105 SC(1) online Fundamentals of Oral Communication (3) 8
- UH400 Business & Ethics (3) 6s

NOTE: All 100 and 200 level core and support courses are pre-requisite to all 300 level business core and business major courses.

Healthcare Administration-- 24 Hours – No Minor Required
- EC585 Healthcare Economics (3)
- HA473 Internship in Healthcare (3)
- HA510 Healthcare Operations (3)
  OR
- HA520 Introduction to Healthcare Quality (3)
- HA580 Management of Health Systems (3)
- HA581 Health Administration Policy (3)
- HA582 Healthcare Budget/Reimbursement (3)
  OR
- HA540 Healthcare Informatics (3)
- HA585 Marketing Healthcare (3)
- MG356 Foundations of Human Resource Management (3)

Additional Requirements:
- HL120 Health Perspectives (3)
- UH52 Medical Ethics (3)
- UH412 American Health Care System (3)

8 - These courses are typically offered in an eight-week format in the spring or fall semesters
5 - These courses are typically offered in a summer session.
W - These courses are typically offered over the winter session (listed as part of the spring semester). Students are restricted to one winter session course per semester.
* - Meets University Studies requirement

University Studies Requirements (not already listed above):

SAMPLE YEARLY COURSE MAP

<table>
<thead>
<tr>
<th>FALL</th>
<th>Start / Stop</th>
<th>Course #</th>
<th>Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Term</td>
<td>Aug. - Dec.</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Full Term</td>
<td>Aug. - Dec.</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Full Term</td>
<td>Aug. - Dec.</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>1st 8 Week</td>
<td>Aug. - Oct.</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>2nd 8 Week</td>
<td>Oct. - Dec.</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
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<table>
<thead>
<tr>
<th>SPRING</th>
<th>Start / Stop</th>
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<th>Hrs</th>
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</thead>
<tbody>
<tr>
<td>Winter session</td>
<td>Dec. - Jan</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Full Term</td>
<td>Jan. - May</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Full Term</td>
<td>Jan. - May</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>1st 8 Week</td>
<td>Jan. - Mar.</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>2nd 8 Week</td>
<td>Mar. - May</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SUMMER</th>
<th>Start / Stop</th>
<th>Course #</th>
<th>Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st 4 Week</td>
<td>June</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>6 Week</td>
<td>June-July</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>2nd 4 Week</td>
<td>July</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
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</table>

Personalized Pathways:
At Southeast, we offer online courses in a traditional 16-week fall and spring semester with 8-week sessions in the first and last half of both. In addition, we offer a Wintersession between fall and spring and at least six different 4, 6, and 8 week sessions over summer. Talk with an advisor to see how you can utilize these different sessions to expedite your degree completion.

Degree requirements for all students: a minimum of 120 credit hours, completion of University Studies program, career proficiencies (CL001-004), Writing Proficiency Exam (WP003), and completion of the Measure of Academic Proficiency and Progress (MAPP) at the senior level.

A minimum 2.25 GPA in the major and overall are required to graduate with a BSBA degree. Refer to the Undergraduate Bulletin or DegreeWorks for additional graduation requirements (i.e. minimum GPA and coursework) for your program of study.