

Faculty of Business and Economics (FBE)

Associate of Arts in Business Administration (AA in Business Administration)

I. Why Choose this Program?

The Associate of Arts in Business Administration (AA in Business Administration) program was designed to:

1. Establish a Solid Business Foundation – Provide students with comprehensive knowledge of management, marketing, accounting, economics, entrepreneurship, and business communication to support successful careers in the business sector.
2. Strengthen Core Business Competencies – Develop essential workplace skills, including critical thinking, problem-solving, teamwork, leadership, effective communication, and informed decision-making.
3. Integrate Digital Business Technologies – Familiarize students with digital business applications, office productivity software, business information systems, and emerging technologies that enhance organizational performance.
4. Promote Experiential and Applied Learning – Enhance students' practical abilities through case analyses, business simulations, collaborative projects, and hands-on learning experiences that reflect real-world business environments.
5. Support Career Readiness and Further Education – Prepare graduates for entry-level positions across various business fields while providing a strong academic foundation for continued study toward a bachelor's degree in Business Administration or other related disciplines.

II. Future Career Prospects

Graduates from this program will be able to pursue careers such as:

1. Administrative Assistant or Office Assistant
2. Sales and Marketing Assistant
3. Customer Service Officer
4. Business Support or Operations Assistant
5. Accounting or Finance Assistant

III. Course Structure

The two-year program comprises **61 credits** and includes foundation courses, functional courses, and a comprehensive examination. Students must complete the following coursework requirements to graduate:

YEAR 1		
Course Title	Credits	Priority
English I: Reading and Composition with Laboratory	4	Required
Gender Studies	3	Required
Khmer Studies	3	Required
Digital Literacy + Lab	4	Required
English II: Reading and Composition with Laboratory	4	Required
Environmental Science	3	Required
Introduction to Political Science	3	Required
Management Principles	3	Required
YEAR 2		
Course Title	Credits	Priority
Personal Growth and Development	4	Required
Logic and Critical Thinking	3	Required
Math for Business	3	Required
Financial Accounting I	3	Required
Introduction to Ethics and Good Governance	3	Required
Introduction to Statistics & Its Application	3	Required
Office Applications for Business	3	Required
Financial Accounting II	3	Required
Fundamental of Business and Entrepreneurship	3	Required
Management Accounting I	3	<i>Elective</i>
Business Information Systems	3	<i>Elective</i>
Global Supply Chain Management	3	<i>Elective</i>
Entrepreneurship & Small Business Management	3	<i>Elective</i>
Global Marketing	3	<i>Elective</i>
Cost Accounting I	3	<i>Elective</i>
GRADUATION PATH		
Comprehensive Exam	3	Required