

finish your degree



Bachelor of Science in **Business Administration** *for working adults*

Do you sometimes wish you'd finished your college degree?

Milligan's *degree completion* program can put you on the fast track to own your own business, oversee a department, get the promotion you've been wanting, or change your career path altogether.

Classes meet one night per week for 18 months to complete the business major.

**MILLIGAN
COLLEGE**

Academic excellence since 1866

Office for Lifelong Learning
423.461.8782
www.milligan.edu/ADCP

convenience

By scheduling classes only **one night per week**, our degree completion program allows you to work toward your degree even if you're working full-time. Campus resources—such as the bookstore, library, and computer resources—are available in the evening. Parking is easy to find in the evenings and the coffee is ready when you get here. Attend classes with other working adults, and complete up to 48 semester hours in **18 months!**

caring

Milligan offers you a **support team** in the Office for Lifelong Learning. We're experienced in meeting the needs of adult learners, and we're ready to help you. We care about **your success**. We'll work with you from your first question to graduation. We'll help you develop a degree plan that makes the most of your time and money. We provide an orientation to our campus and program *prior* to your first class. We do our best to make your life easier.

You'll find **small classes** (limited to 24) that consist of students like you with similar priorities—families, jobs, church and civic responsibilities, and a variety of other commitments. The support of your classmates will be invaluable. And your classes will be taught by **Christian faculty** who are known for their teaching skills, professional experience, academic credentials, and for their personal attention to students.

finish your degree



credibility

Milligan College is a Christian college with a **reputation for academic excellence**. Our business program has earned the respect of employers locally and throughout the U.S. and our **graduates are leaders** in many Tri-Cities corporations and organizations.

Milligan is **accredited** by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; 404-679-4501) to award bachelor's and master's degrees.

Information in this brochure is subject to change. Any changes will be specified in the application packet and on our Web site.

“My entire experience with Milligan has changed my life, both professionally and personally. Because of Milligan, I was able to fulfill a lifelong dream.”

Jamie Gibson, CMM, CPC,
Director of Practice Management

getting started

If you've completed **52 semester hours** (about two years of college work) which can be transferred to Milligan and can document **two years of full-time work** experience (or the equivalent), you're ready to go! If you're currently working toward the 52 hours, let us help you prepare to transfer to Milligan. We can help determine what courses you need and where you can obtain them. Our application process is simple. Just call us and we'll walk you through it. Cohorts begin twice a year.



need advice?

We can evaluate your transcripts and prepare a **plansheet** that will show you exactly where you stand in pursuit of your Milligan degree. (Keep in mind that you may need courses in addition to the business administration major.) Simply order transcripts from each college you have attended and send them to our office. We can review the plansheet by phone, email, or in-person. We can even help you determine what classes to take and where to take them!

degree requirements

General Education Requirements (GER)

41 hrs

Old Testament Survey	3 hrs
New Testament Survey	3 hrs
Humanities	21 hrs
English Comp - 3 hrs	
English Comp II - 3 hrs	
Literature - 3-6 hrs	
History - 3-6 hrs	
Fine Arts and/or Philosophy - 3-6 hrs	
Social Science	6 hrs
Sociology, Economics, Geography, Psychology, and/or Government	
Lab Science	8 hrs
Biology, Chemistry, etc.	

Business Administration Major

48 hrs

All courses listed on course description sheet.
These courses must be completed at Milligan.

Electives

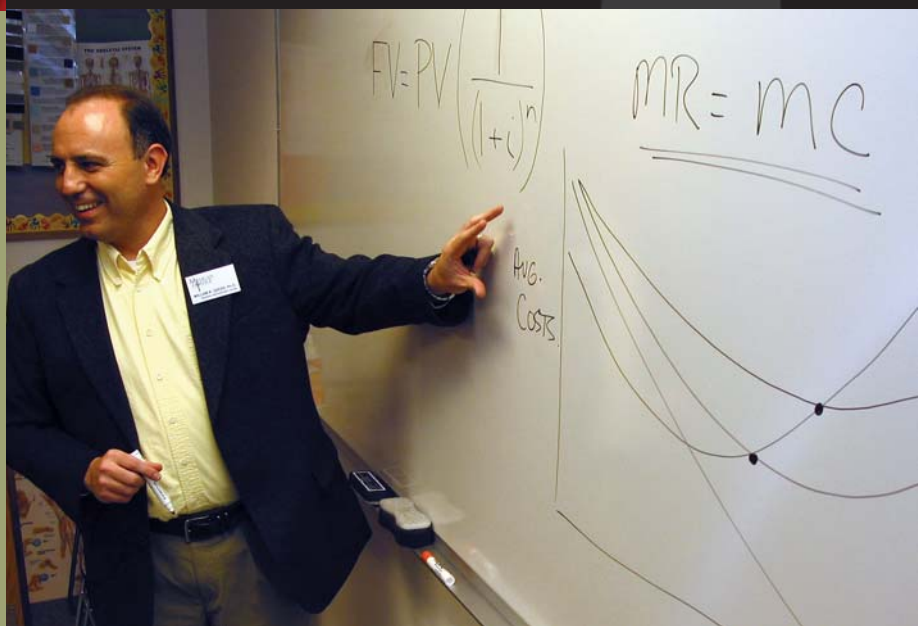
39 hrs

All courses listed on course description sheet.

TOTAL required for graduation

128 hrs

While developmental courses are included in the total earned hours, they do *not* count toward the 128-semester-hour minimum required for graduation. All other hours must have a grade of C- or above in order to be accepted for transfer. An overall grade point average of 2.0 is required for graduation.



affordability

Milligan's program is comparable in tuition to other local degree-completion programs. And you are eligible to apply for state and federal tuition assistant programs, for employer reimbursement when applicable (check with your human resource department), and other external scholarship programs. You may also be eligible for veteran's benefits.

The tuition for each semester (minus your financial aid) can be paid in full at the time of registration. Or you can sign-up for Academic Management Services (AMS), a monthly payment plan which provides an easy, straightforward way to pay your tuition. No interest is charged, although those who enroll in this program pay a \$60 fee per term. AMS is not a loan program but rather a "pay as you go" monthly payment program which allows you to avoid withdrawing your savings or using other assets.

Questions regarding your eligibility for financial aid should be directed to the Student Financial Services Office at 423.461.8949 or 800.447.4880.

location

Milligan's campus is conveniently located just three miles from Johnson City, off I-26 at exit 24.



MILLIGAN COLLEGE is a four-year Christian liberal arts college in Northeast Tennessee whose vision is to change lives and shape culture through servant-leadership. The college offers more than two-dozen academic programs, including three master's degrees. Visit www.milligan.edu or call 800.262.8337.

curriculum

The business administration major leading to the Bachelor of Science degree consists of 48 semester hours, which includes courses in accounting, business law, marketing, human resources management, small business management, organizational leadership, principles of management and supervision, business strategy, computer application, economics, corporate finance, and business statistics.

Completing the major takes approximately 18 months.
Completion of the degree is dependent upon the outstanding degree requirements.

apply today

Request an application and complete details about the *Bachelor of Science in Business Administration* for Working Adults:

Phone: 423.461.8782
800.262.8337
E-mail: ADCP@milligan.edu
Web: www.milligan.edu/ADCP

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www.milligan.edu