

Business Technologies Division

Division Office: Main Building Room 330, Clifton Campus

Division Phone Number: (513) 569-1620

The mission of the Business Technologies Division is to provide exceptional educational experiences that are customer-centered, based on a world-class cooperative education program, and supported by success-based academic standards.

The Business Technologies Division provides a variety of **associate's degree programs and certificates in business and other specialized career fields that prepare students for employment** in their chosen field of study immediately following graduation. These technical programs prepare students for a career with possible pathways to a bachelor's degree.

In addition, the division also offers a number of **associate's degree programs that provide the academic foundation needed for transfer to a bachelor's degree** programs in business, nutrition science, and dietetics with an emphasis on business, exercise, or other dietetics-related programs.

The division also offers a **Bachelor of Applied Science** degree in Culinary and Food Science.

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The academic degree and certificate programs in the Business Technologies Division are organized into the following career pathways:

Business:

- Accounting Technologies (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/accountingtechnologies/>)
- Business Management (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/businessmanagement/>)
- Finance (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/financialservicestechnologies/>)
- Information Management Technologies (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/informationmanagementtechnologies/>)
- Marketing Management (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/marketingmanagement/>)
- Law and Paralegal Studies (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/paralegal/>)

[academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/paralegal/](http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/paralegal/))

- Pre-Business Administration (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/prebusinessadministration/>)
- Real Estate (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/realestate/>)
- Supply Chain Management (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/supplychainmanagement/>)

Culinary:

- Brewing Science (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/hospitalitytechnologies/brewing/>)
- Bachelor of Applied Science in Culinary and Food Science (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/culinaryfoodscience/>)
- Culinary Arts (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/hospitalitytechnologies/culinaryarts/>)
- Hospitality Management (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/hospitalitytechnologies/hospitalitymanagement/>)
- Pastry Arts (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/hospitalitytechnologies/pastryarts/>)

Environment:

- Landscape Horticulture Technologies (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/landscapehorticulturetechnologies/>)

Health & Wellness:

- Dietetic Technology (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/hospitalitytechnologies/dietarymanagement/>)
- Pre-Nutrition Science (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/hospitalitytechnologies/prenutritionscience/>)

Transportation:

- Automotive Service Management (<http://catalog.cincinnati.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/businessesstechnologiesdivision/automotiveservicemanagement/>)

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College Orientation

An online New Student Orientation program is available for all Cincinnati State students. For more information visit the New Student Orientation (<https://www.cincinnati-state.edu/new-student-orientation/>) page on the College website.

To prepare for success in college, degree-seeking students are required to complete a college First Year Experience (FYE) course within the first 12 credit hours taken at Cincinnati State. For more information about the FYE course offerings, see the First Year Experience Requirement (<http://catalog.cincinnati-state.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/collegeorientationrequirement/>) section of this catalog.

Admission to Business Technologies Programs

To ensure success in academic studies in Business Technologies, entering students must meet with an academic advisor who will help them identify the appropriate level for classes the student is selecting. Individualized preparatory materials and support are available to increase students' opportunities for success in their courses.

Cooperative Education

Cincinnati State's cooperative education program (co-op) is a cornerstone to career success. Cooperative education allows students to:

- Gain on-the-job training and skills
- Apply classroom learning in a real-world setting
- Make connections with potential future employers
- Earn a paycheck to help offset educational costs
- Clarify career choices and learn about opportunities in the field

Our goal is for all students to experience the benefits of experiential learning. All degree-seeking students in the Business Technologies Division must earn credits in cooperative education in order to graduate, with the exception of the Dietetic Technician, Dietary Manager, and Pre-Nutrition Science programs, which include other forms of experiential learning such as clinical and directed practice. In rare instances when it is not possible to fulfill co-op requirements through traditional co-op placement, students may meet with their co-op coordinator to determine alternatives.

For co-op eligibility requirements, registration policies, program options, and other issues related to the cooperative education program, please refer to the Cooperative Education Program (<http://catalog.cincinnati-state.edu/archives/2023-2024/academicpoliciesandprocedures/cooperativeeducationprogrampolicies/>) section of this Catalog. In addition, students in the Business Technologies Division must meet these eligibility requirements:

- Students must schedule a meeting with their cooperative education coordinator at least one semester prior to the anticipated start of their co-op activities to discuss their personal career goals and plan how to complete co-op credits.

- Students must complete the First Year Experience (FYE) course that prepares students for success in college.
- Students must complete the Professional Practices course BUS 190, which provides fundamental skills for gaining employment and covers resume writing, interviewing, professional etiquette, and business ethics.

As the final step in completing the cooperative education program prior to graduation, and to build a foundation for lifetime good citizenship, students also complete 20 hours of documented volunteer community service.

Transfer to Baccalaureate Programs

The Business Technologies Division offers a Pre-Business Administration program. The Pre-Business Administration program provides students with the academic foundation needed for transfer to a bachelor's degree with a business-related major. Students earn an Associate of Arts degree and are well-prepared to begin their junior year in a bachelor's degree program at the four-year institution of their choice.

The Business Technologies Division also offers a Pre-Nutrition Science program. The Pre-Nutrition Science program provides students with the academic foundation needed for transfer to a bachelor's degree program in nutrition science, and dietetics with an emphasis on business, exercise, or other dietetics-related programs.

Many of the Associate of Applied Business degree programs offered by the Business Technologies Division have established articulation agreements to ease transfer of credits earned at Cincinnati State to baccalaureate programs at various colleges and universities.

Students interested in transferring to a baccalaureate program should meet with their program advisor as early as possible to review the details of possible transfer agreements.

Ohio Transfer 36

The Ohio Department of Higher Education developed the Ohio Transfer 36 to facilitate transfer of credits from one Ohio public college or university to another. The Ohio Transfer 36 contains 36 to 40 semester hours of course credits in the areas of communication, mathematics, arts and humanities, social and behavioral sciences, and natural and physical sciences. A completed Ohio Transfer 36 at one college or university automatically meets the requirements for the Ohio Transfer 36 at another college or university once the student is admitted. For additional information, see the T (<http://catalog.cincinnati-state.edu/archives/2023-2024/admissioninformation/institutionaltransfer/>)ransferring College Credit (<http://catalog.cincinnati-state.edu/archives/2023-2024/academicpoliciesandprocedures/creditttransfer/collegecreditttransfer/>) and the Ohio Transfer 36 (<http://catalog.cincinnati-state.edu/archives/2023-2024/academicdivisionsanddegreeampcertificateprograms/transfermodule/>) sections of this Catalog.

Associate's degree programs in the Business Technologies Division contain in their curricula 15 credit hours of general education courses related to the Ohio Transfer 36. The Pre-Business Administration and Pre-Nutrition Science degrees contain the entire Ohio Transfer 36. Students who wish to complete the Ohio Transfer 36 should schedule the additional courses in consultation with their academic advisor. Students who transfer to an Ohio public university for baccalaureate

degrees will find that the Cincinnati State Associate of Applied Business degree, and other associate's degrees, combined with a transfer module showing grades of C or higher receive preferential consideration at the receiving institution.