

## CONTRACT MANAGEMENT

Associate of Applied Science Degree

AL

*Purpose:* The curriculum is designed for persons who plan to seek employment in contract management positions and for those presently in contract management positions who seek career advancement. Instruction includes both the theoretical concepts and the practical applications needed for future success in the contract management field. The occupational objectives include project manager, procurement analyst, contract administrator, contract specialist, contract negotiator, contract price analyst, and contract termination specialist.

*Transfer Information:* Transfer is **not** the primary purpose of an A.A.S. program, but NOVA has articulation agreements that facilitate the transfer of this and other career-oriented programs to selected senior institutions. Students interested in transfer should contact a counselor or their faculty advisor early in their program.

*Admission Requirements:* In addition to the general admission requirements of the College, entry into the program requires proficiency in high school English and mathematics. Students with deficiencies will require developmental studies.

Two Years		Credits
<b>1st Semester</b>		
CON	100 Shaping Business Arrangements	3
<sup>1</sup> ECO	120 Survey of Economics	3
ENG	111 College Composition I	3
ITE	115 Intro to Computer Applications & Concepts	3
<sup>2</sup> MTH	151 Mathematics for the Liberal Arts I	3
SDV	Elective	<u>1</u>
<b>Total</b>		<b>16</b>
<b>2nd Semester</b>		
CON	110 Contract Support Planning	3
CON	120 Strategic Focused Contracting I	3
ENG	112 College Composition II	3
<sup>3</sup> PED	116 Lifetime Fitness & Wellness	2
<sup>4</sup> —	Social Science Elective	3
CST	110 Intro to Communication	<u>3</u>
<b>Total</b>		<b>17</b>
<b>3rd Semester</b>		
ACC	211 Principles of Accounting I	3
BUS	200 Principles of Management	3
CON	111 Contract Strategy Execution	3
CON	214 Business Decisions for Contracting	3
CON	215 Intermediate Contracting Support	3
<sup>5</sup> —	Humanities/Fine Arts Elective	<u>3</u>
<b>Total</b>		<b>18</b>
<b>4th Semester</b>		
ACC	212 Principles of Accounting II	3
BUS	220 Intro to Business Statistics	3
CON	112 Contract Performance Assessment I	3
CON	216 Legal Considerations in Contracting	3
CON	217 Cost Analysis and Negotiation Techniques	3
CON	218 Advanced Contracting Support	<u>3</u>
<b>Total</b>		<b>18</b>

**Total credits for the A.A.S. Degree in Contract Management = 69**

<sup>1</sup> ECO 201 or 202 may be substituted for ECO 120.

<sup>2</sup> Students may substitute a higher-level math. Consult a faculty advisor for appropriate selection.

<sup>3</sup> The PED requirement may be met by one of the following options: PED 116, 2 cr.; PED 116, 1 cr. plus a PED activities course, 1 cr.; or PED 116, 1 cr. plus RPK activities course. PED 116 is offered as both a 1-credit and a 2-credit course.

<sup>4</sup> The social science elective may be selected from the social/behavioral sciences courses listed under General Education Electives. PLS 211, U.S. Government I is recommended.

<sup>5</sup> Humanities/fine arts elective may be selected from the humanities/fine arts courses listed under General Education Electives.