LEHMAN COLLEGE DIVISION OF Student Affairs | *Career Exploration & Development Center* | LEHMAN COLLEGE School of Business



CAREER INFUSED DEGREE MAP

Bachelor of Business Administration (BBA): Accounting

Total Credits: 120

The BBA program equips students with the necessary managerial skills to function in today's rapidly changing business environment. The career infused degree map allows students to commit to their career exploration by aligning coursework with career readiness milestones.

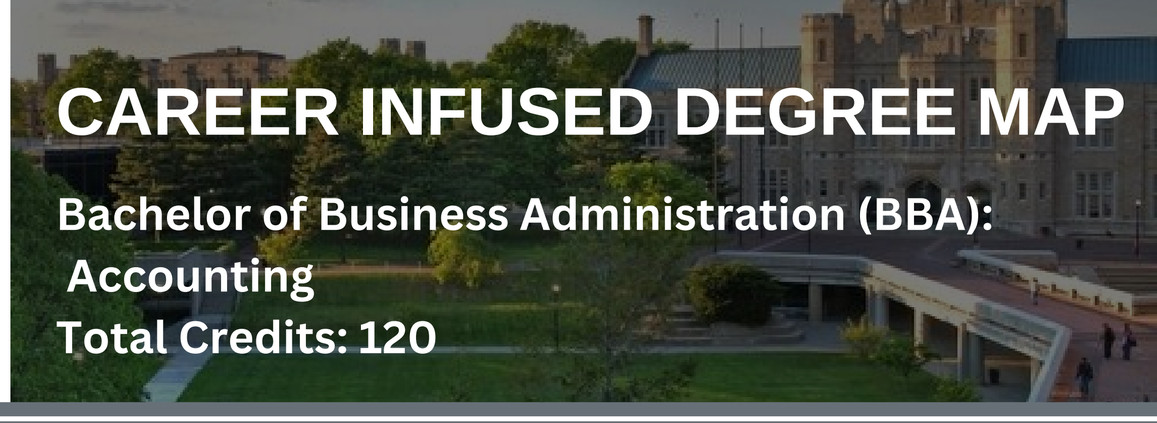
FRESHMAN

ACADEMICS		CAREER READINESS
CREDITS		**1ST SEMESTER**
3	ENG 111 - English Composition I	☐ Activate your Handshake account to begin exploring career resources and opportunities available through your college's Career Exploration and Development Center.
3	Flexible Core World Cultures and Global Issues (Course Set)	☐ Join a Lehman student club or organization to begin building your network and developing soft skills (NABA, ALPFA).
3	MAT 126 - Quantitative Reasoning	☐ Create a resume to begin documenting your achievements. Review resume samples for your major in the Resources section of the Career Center page on Handshake.
3	ECO 166 - Introduction to Macroeconomics	☐ Enroll in a free introduction to MS 365 computer skills workshops, tutoring/writing support, and/or leadership training (Lehman IT Center, Lehman Tutoring Center, Office of Campus Life).
3	LEH 250- First-year Seminar	
15	**TOTAL CREDITS**	
		2ND SEMESTER
3	ENG 121 - English Composition II	☐ Create a LinkedIn account to establish your professional presence online, build industry connections.
3	Flexible Core U.S. Experience in Its Diversity (Course Set)	☐ Take the Focus 2 Career Assessment. (Code: Lightning), and explore employment options, subfields, career paths, and research opportunities in Accounting(Occupational Outlook Handbook).
4	MAT 132 - Introduction to Statistic **OR** MAT 171 - Elements of Precalculus **OR** MAT 172 - Precalculus **OR** MAT 174 - Elements of Calculus **OR** MAT 175 - Calculus 1	☐ Create a first-draft cover letter you can use to apply to professional development opportunities (scholarships, CUNY pipeline programs).
3	Flexible Core Creative Expression (Course Set)	☐ Participate in an early career skills training program (America Needs You, Year Up, CUNY Beyond).
3	ECO 167 - Introduction to Microeconomics	
16	**TOTAL CREDITS**	

SOPHOMORE

CREDITS		**1ST SEMESTER**
3	General Education Foreign Language Option (Couse Set)	☐ Identify a mentor in your field with whom you can check-in periodically (School of Business).
3	Flexible Core Scientific World (Course Set)	☐ Apply for part time roles or paid internships that provides hands-on experience in accounting (NYC Jobs, Indeed, Indeed, NYC Comptroller, ACCA, LinkedIn, Google Jobs, ZipRecruiter, NYS Department of Labor, Prosple).
3	ACC 171 - Principles of Accounting I	☐ Strengthen your Excel skills (sorting, filtering, basic analysis).
3	BBA 204 - Principles of Management	☐ Attend the 'Mastering the Art of Interviewing' workshop to learn the fundamentals of interviewing for internships and entry-level jobs. Register on Handshake.
3	ECO 302 - Economics and Business Statistics	
1	CED 201: Business Career Exploration: Self-Assessment, Discovery and Preparation	
16	**TOTAL CREDITS**	
		2ND SEMESTER
3	General Education Foreign Language Option (Course Set)	☐ Secure part time or internships role and do follow-ups if needed
3	Required Core Life and Physical Sciences (Course Set)	☐ Begin exploring QuickBooks or accounting systems basics.
3	ACC 272 - Principles pf Accounting II	☐ Meet with faculty or academic advisor to apply to research opportunities for sophomores via the School of Business.
3	ENW 300 - Business Writing	☐ Identify skills and certificated you can earn to specialize or supplement your studies (CUNY Upskilling; LinkedIn Learning, free with an NYPL card; Coursera, free via NYS DOL).
3	BBA 400 - Business Analytics	☐ Become a student member of a professional organization in your field (NABA, ALPFA).
15	**TOTAL CREDITS**	

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ACADEMICS

CAREER READINESS

JUNIOR

1ST SEMESTER

CREDITS	
3	LEH 352 - Studies in Literature **OR** LEH 353 - Studies in the Arts **OR** LEH 354 - Studies in Historical Studies **OR** LEH 355 - STudies in Philosophy, Theiry and Abstract Thinking
3	BBA 208 - Introduction to Information Systems & Technology
3	ACC 334 - Intermediate Accounting I
3	Minor or Certificate Course I
3	Elective
15	TOTAL CREDITS

- ☐ Attend career fairs and industry conferences to network with professionals and meet recruiter in Accounting.
- ☐ Strengthen Excel and data analysis skills (pivot tables, lookups).
- ☐ Clarify preferred career pathway (e.g. cost accounting, budgeting, compliance, nonprofit finance).
- ☐ Meet with your CEDC Career Specialist to practice your elevator pitch and update your resume and cover letter.
- ☐ Sign up for the 'Networking Strategies' workshop on Handshake and widen your network of contacts across Lehman and platforms like LinkedIn.

2ND SEMESTER

3	LEH 352 - Studies in Literature **OR** LEH 353 - Studies in the Arts **OR** LEH 354 - Studies in Historical Studies **OR** LEH 355 - Studies in Philosophy, Theory and Abstract Thinking
3	Flexible Core - Any Area (Course Set)
3	ACC 335- Intermediate Accounting II
1	CED 301 - Business Career Goals, Networking and Strategies
3	Minor or Certificate Course II
3	Minor or Certificate Course III
16	TOTAL CREDITS

- ☐ Mark your calendar and register for the annual spring CEDC Job & Internship Fair at Lehman.
- ☐ Expand your knowledge with basic Excel (budget, rosters, schedules).
- ☐ Take a project or leadership role in the club or professional association you belong to or engage in relevant volunteerism.
- ☐ If pursuing graduate study, begin exporing the process for applying to graduate school.

SENIOR

1ST SEMESTER

CREDITS	
3	BBA 407 - Strategic Management
3	ACC 348 - Computer-Based Accounting
3	Minor or Certificate Course IV
3	Elective
3	Elective
15	TOTAL CREDITS

- ☐ Meet with your Career Specialist for full-time job search preparation : finalize your professional resume and cover letter and prepare for interviews.
- ☐ As graduation nears, reconnect with mentors for career advice, job leads, references, and continued mentorship post-graduation.
- ☐ Ask 2-3 supervisors for letters of recommendations if applying to graduate school.
- ☐ If applicable, begin draftin your application materials and identify your faculty references for graduate school or other postgraduate opportunities.

2ND SEMESTER

3	PHI 330 - Business Ethics
3	Elective
3	Elective
2	Elective
11	TOTAL CREDITS

- ☐ Attend employment fairs, professional panels, and recreation education conferences to widen your network and connect with recruiters.
- ☐ Mine job sites (Indeed, NYC Jobs, Idealist, Glassdoor, Robert Half, SimplyHired, New York Presbyterian, Mount Sinai, LinkedIn, Handshake).
- ☐ Join the Lehman Alumni Network and CUNY Alumni Network for valuable career resources and continuous support.
- Complete the Cap and Gown Survey in CUNYfirst.
- If applicable, complete the process of applying to graduate school.

Career.services@lehman.cuny.edu - 718 960-8366 - www.lehman.edu/careerservices