

24 SEMESTER HOURS IN BUSINESS---WHAT COUNTS???

Section 808 of the National Defense Authorization Act for FY 01 requires the Secretary of Defense to ensure that GS-1102 series personnel, contracting officers, and military in similar positions meet certain educational requirements. (See article "New Education Requirement for GS-1102s and Military Equivalents" at:

<http://dacm.secnv.navy.mil/educate1724.htm>

One of those requirements is for the employee to have completed at least 24 semester credit hours (or the equivalent) of study from an accredited institution of higher education in any of the following disciplines: **accounting, business finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management.**

What types of courses "count" in each of these areas? The following is a glossary published by the Defense Acquisition University in their publication "Satisfying Acquisition Corps Education Standards". This glossary lists subject areas identified by the American Council on Education for each of the business disciplines listed above. Although not an exhaustive list, it can be used as a helpful guideline in determining types of courses that should be counted toward the 24-semester hour business requirement.

BUSINESS/MANAGEMENT DISCIPLINE	AMERICAN COUNCIL ON EDUCATION SUBJECT AREA
Accounting	Cost Accounting Standards
Business Finance	Business Communications Business and Personnel Business Statistics Cost Analysis Financial Cost Management Financial Planning and Analysis Inventory Management Resource Planning Risk Analysis
Contracts	Acquisition Contracting Acquisition Management Business Communications in Contracting Writing Business Contract law Contract Administration Contract Law Contract Management Contract Pricing and Negotiation

	<ul style="list-style-type: none"> Contracting Management Cost & Price Analysis Government Contracting Government Contract Law Procurement Procurement and Contracting Procurement Management
Economics	<ul style="list-style-type: none"> Cost and Price Analysis Cost Analysis Economic Analysis Economic Principles and Decision Making Economics and Financial Management Economics
Industrial Management	<ul style="list-style-type: none"> Automated Systems in Logistics Mgmt Civil Engineering Management Environmental Management Engineering and Analysis Logistics Management Logistics and Materiel Management Manufacturing Management Materiel Acquisition Process & Support Systems Property Disposal Management Supply Management Systems Management Systems Engineering Technology Warehousing Operations
Law	<ul style="list-style-type: none"> Commercial or Business Contracts Contract Law
Organization & Management	<ul style="list-style-type: none"> Business Administration Advanced Management (Math) Business Business Management Business and Personnel Management Computer Programming Computer Programming & Systems Development Computer Sciences, Data Processing Data Entry and Automated Systems Input General Management Human Resource Development Leadership and Group Decision Process

Management Science
Management & Leadership
Managerial Analysis
Manpower Management
Materiel Management
Methods of Adult Education
Organizational Behavior
Personnel Administration
Principles of Management
Quality and Reliability Assurance
Research and Development Management
Strategic Management
Survey of Program Operations

Purchasing

Basic Purchasing

Quantitative Methods

Business Statistics
Computer Science
Decision Risk Analysis
Operations Research
Probability Statistics
Quantitative Analysis
Statistics