

BUSINESS

BUSINESS ADMINISTRATION

The Business Administration program is designed to provide the opportunity for the transfer business major to achieve an Associate in Science degree. Students are advised to check course transferability for the school to which they intend to transfer.

Program Outcomes

1. Upon successful completion of the Certificate of Achievement in Business Administration, graduates will be able to:
2. Function effectively in entry-level business positions or at a four-year college business program using the skills, principles, and tools they have acquired.
3. Effectively apply and utilize the business principles and techniques they have learned in a business environment or at a four-year college business program.
4. Demonstrate effective written and/or oral skills.

CERTIFICATE OF ACHIEVEMENT

Required Courses

Course			Units
Financial Accounting	ACCT	A101	(4)
Managerial Accounting	ACCT	A102	(4)
Introduction to Business	BUS	A100	(3)
Business Law	BUS	A110	(3)
Business Communication	BUS	A139	(3)
Intro to Computer Info Systems	CIS	A111	(3)
Macroeconomics	ECON	A175	(3)
Microeconomics	ECON	A170	(3)
Intro to Statistics	MATH	A160	(3)
(Or)			
Honors Intro to Statistics	MATH	A160H	(3)
(Or)			
Statistics for Behavioral Sci	PSYC	A160	(3)
(And)			
Calculus for Biol Mgmt & Soc. Sci	MATH	A140	(4)
(Or)			
Calculus 1	MATH	A180	(4)
(Or)			
Honors Calculus 1	MATH	A180H	(4)
(Or)			
Honors Calculus 1 and 2	MATH	A182H	(5)
		Total:	(33-34)

Suggested electives:

Microcomputer Accounting	ACCT	A110	(3)
Business Finance	BUS	A200	(3)
Critical Reasoning & Writing	PHIL	A150	(3)

ENTREPRENEURSHIP

The Entrepreneurship program is designed to develop skills in starting, maintaining, and growing a small business. Courses emphasize feasibility analysis, legal considerations, financial management, marketing plans, and sales techniques.

Program Outcomes

Upon successful completion of the Certificate of Specialization (CS) in Entrepreneurship, graduates will be able to:

1. Function effectively in an entrepreneurial venture and in a supporting role to an entrepreneur.
2. Effectively apply and utilize the small business principles and techniques they have learned in a business environment or at a four-year college entrepreneur program.
3. Determine the viability of a small business venture.

CERTIFICATE OF SPECIALIZATION

Required Courses

Course			Units
Accounting for Small Business	ACCT	A100	(3)
Business Finance	BUS	A200	(3)
Introduction to Entrepreneurship	BUS	A240	(3)
Introduction to Marketing	MKTG	A100	(3)
Professional Selling	MKTG	A110	(3)
		Total:	(15)

ASSOCIATE DEGREES

Complete the Certificate of Achievement and the Associate in Science Graduation Requirements as outlined in the Graduation Requirements section of the catalog.

See *ACCOUNTING*
COMPUTER INFORMATION SYSTEMS
COMPUTER SCIENCE
FOOD SERVICE MANAGEMENT
HOTEL MANAGEMENT
MANAGEMENT
MARKETING