

Business Administration

Departments of Business, Accounting, and Office Information Systems

Degree/Certificate Options

Major Code

Associate in Arts Degree: Transfer Preparation

Business Administration	01100
International Business Emphasis	01101
Finance	01120
Management	01150
Marketing	01160

Consult with a counselor to develop a Student Education Plan (SEP), which lists the courses necessary to achieve your academic goal.

Associate in Arts Degree

Business Administration

Transfer Preparation * (Major Code: 01100)

Prepares the student in the field of business administration with an understanding of the concepts of accounting, business law, business communications, computers and information processing, economics, statistics, and calculus.

ACCT 101 Principles of Accounting I	4
ACCT 102 Principles of Accounting II—Managerial	4
BUS 120 Introduction to Business	3
BUS 140 Business Law/The Legal Environment of Business	3
BUS 212 Business Communication	3
CIS 101 Introduction to Computers and Information	4
Processing	
ECON 101 Principles of Economics I	3
ECON 102 Principles of Economics II	3
MATH 119 Elementary Statistics	4
MATH 120 Calculus for Business Analysis	4

Total units 35

To earn an associate degree, additional general education and graduation requirements must be completed. See page 51.

* Students planning to transfer to a four-year college or university should complete courses specific to the transfer institution of choice. University requirements vary from institution to institution and are subject to change. Therefore, it is important to verify transfer major preparation and general education requirements through consultation with a counselor in either the Counseling Center or Transfer Center. See catalog **TRANSFER COURSES INFORMATION** section on page 33 for further information.