

# PROGRAMS

## BUSINESS - AS

### Associate in Science in Business

The Associate in Science in Business is a two-year program designed for students who intend to seek employment directly after its completion. The curriculum provides essential knowledge and skills in the financial management, and marketing facets of business. Students can pursue their interest in several specialized areas of business (global business, human resources management, project management, and business computing) through their choice of business electives.

#### Program Learning Outcomes

- Students will analyze business situations involving legal issues and determine best course of action.
- Students will analyze business situations and determine best course of action.

To earn this degree, students must meet the following requirements:

1. Completion of 60 degree applicable units with an overall GPA of 2.0.
2. Completion of a minimum of 18 semester units in the major with a grade of C (or P) or better.
3. Completion of the AS Graduation Requirements, CSU GE-B or IGETC.

#### NOTES:

- Requirements here apply to the current catalog year and are subject to change. Visit DegreeWorks in [My Mission Portal](#) to view requirements based your catalog year.
- Not all classes are offered each semester.

#### Required Core Courses:

Code	Class	Units
BUS 021	Introduction to Business Computing (3.0 Lecture)	3.0
BUS 021L	Introduction to Business Computing Laboratory (1.0 Lab)	1.0
BUS 028A	Business Law I (3.0 Lecture)	3.0
BUS 051	Introduction to American Business (3.0 Lecture)	3.0
BUS 078B	Business Communications (3.0 Lecture)	3.0
BUS 118	Human Resources Management (3.0 Lecture)	3.0

#### Plus at least 15.0 units of electives

Code	Class	Units
ACC 060	QuickBooks: Desktop Software (3.0 Lecture)	3.0
BUS 010	Global Business (3.0 Lecture)	3.0
BUS 022	Principles of E-Business (3.0 Lecture)	3.0
BUS 023	Social Media Marketing (3.0 Lecture)	3.0
BUS 037	Fundamentals of Project Management (3.0 Lecture)	3.0
BUS 038	Applied Project Management (3.0 Lecture)	3.0
BUS 040	Professional Selling (3.0 Lecture)	3.0
BUS 041	Beginning Business Analytics (2.5 Lecture / 0.5 Lab)	3.0
BUS 052	Fundamentals of Financial Investing (3.0 Lecture)	3.0
BUS 054	Small Business Start Up and Management (3.0 Lecture)	3.0
BUS 056A	Marketing Principles (3.0 Lecture)	3.0
BUS 061	Business and Society (3.0 Lecture)	3.0
BUS 064B	Business Math (4.0 Lecture)	4.0
BUS 074	Purchasing & Supply Chain Management (3.0 Lecture)	3.0
BUS 102	Leadership (3.0 Lecture)	3.0
BUS 115	Operations Management (3.0 Lecture)	3.0

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Code	Class	Units
COM 001	Public Speaking (3.0 Lecture)	3.0
COM 001H	Public Speaking - Honors (3.0 Lecture)	3.0

Up to a maximum of six (6) non-Business units may substitute for the Business electives listed above from [Accounting \(ACC\)](#), [Computer Applications \(CAP\)](#), or [Computer Information Systems \(CIS\)](#).

### Required Units for the Major

	Units
Required units for the major	31.0-32.0
plus completion of general education requirements and electives as needed to reach 60 units.	
Total required units	60.0

### Career/Transfer Opportunities

Career opportunities include the following: project coordinator, buyer, bank employee, retail manager, non-profit coordinator, human resource specialist, and sales representative

**MAKE AN APPOINTMENT WITH A COUNSELOR SUBMIT A COURSE SUBSTITUTION REQUEST CONTACT THE DEPARTMENT**