



BUSINESS ADMINISTRATION: BUSINESS ADMINISTRATION/MARKETING

The Business Administration Associate in Science Degree is designed for the student transferring to a four-year institution. Students are advised to consult with a counselor for transfer requirements to specific universities. In addition, the Associate Degree/Certificate is intended for the student interested in entering the field of business upon completion of the Certificate and/or the Associate Degree.

| Major Requirements for the Associate in Science Degree: (S075) | | GRADE | IP | NEED | UNITS |
|---|--|-------|----|------|-------|
| ACCTG 1A | Principles of Accounting I | | | | 4 |
| ACCTG 1B | Principles of Accounting II | | | | 4 |
| BUS 10 | Introduction to Business | | | | 3 |
| BUS 28A | Business Law I | | | | 3 |
| BUSMGT 40 | Introduction to Management | | | | 3 |
| ECON 2 | Principles of Macroeconomics (or ECON 4, Principles of Microeconomics) | | | | 3 |
| ENGL 1A | Composition (or BUSOT 88, Written Communication for Business) | | | | 3 |

Student Name: _____

ID #: _____

Date: _____

Counselor: _____

Requirements for the Business Administration Certificate: (L075)

Same as the major requirements for the A.S. Degree, *plus*:

9 units from the following:

| | | GRADE | IP | NEED | UNITS |
|-----------|---|-------|----|------|-------|
| BUS 28B | Business Law II | | | | 3 |
| BUS 40 | Marketing Principles | | | | 3 |
| BUS 45 | Small Business Ownership and Management | | | | 3 |
| BUS 49 | Business Decisions Using Basic Quantitative Tools | | | | 3 |
| BUS 61 | Introduction to Global Business | | | | 3 |
| BUS 435 | Marketing and the Law | | | | 3 |
| BUSMGT 42 | Human Resource Management | | | | 3 |
| BUSMGT 44 | Introduction to Human Relations | | | | 3 |
| CIS 1 | Introduction to Computer Information Systems | | | | 3 |

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COUNSELOR NOTES:

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In addition to completion of the MAJOR, there are other requirements for the degree, refer to the Chaffey College Graduation Requirement Sheet or see a counselor in the Counseling Center. All courses required for a certificate must be completed with a minimum grade of C.



BUSINESS ADMINISTRATION: BUSINESS ADMINISTRATION/MARKETING

This Marketing Certificate prepares students for marketing and management training positions that require a working knowledge of marketing, advertising, and sales.

Requirements for the Business Administration/Marketing Certificate: (L080)

*Certificates of Career Preparation

| | | GRADE | IP | NEED | UNITS |
|--------|----------------------|-------|----|------|-------|
| BUS 13 | Professional Selling | | | | 3 |
| BUS 40 | Marketing Principles | | | | 3 |
| BUS 55 | Advertising | | | | 3 |

Plus two courses from the following:

| | | GRADE | IP | NEED | UNITS |
|-----------|---|-------|----|------|-------|
| BUS 10 | Introduction to Business | | | | 3 |
| BUS 28A | Business Law I | | | | 3 |
| BUS 28B | Business Law II | | | | 3 |
| BUS 45 | Small Business Ownership and Management | | | | 3 |
| BUS 60 | Business Ethics | | | | 3 |
| BUS 61 | Introduction to Global Business | | | | 3 |
| BUS 435 | Marketing and the Law | | | | 3 |
| BUSMGT 40 | Introduction to Management | | | | 3 |
| BUSMGT 44 | Introduction to Human Relations | | | | 3 |

*Certificates of Career Preparation do not appear on the transcript.

In addition to completion of the MAJOR, there are other requirements for the degree, refer to the Chaffey College Graduation Requirement Sheet or see a counselor in the Counseling Center. All courses required for a certificate must be completed with a minimum grade of C.