

BUSINESS FUNDAMENTALS, CERTIFICATE OF ACHIEVEMENT

The Business Fundamentals Certificate of Achievement prepares students for an entry-level business administration role in a small business. This certificate may be completed entirely online and includes the business core from the AS Business Administration Degree (not for transfer). Students planning to transfer to a university to earn a bachelor's degree should consider the Business Administration 2.0 Associate in Science for Transfer degree.

Certificate of Achievement Major Requirements

Code	Title	Units
<i>Required Core</i>		9
BUSI 1	Introduction to Business *	
BUSI 2	Business Communication	
BUSI 4	Business Law *	
Select two courses from the following:		6-8
BUSI 3A	Financial Accounting *	
BUSI 3B	Managerial Accounting *	
BUSI 10	Business Mathematics	
BUSI 12A	Basic Accounting	
Select one course from the following:		3
ECON 1	The American Economic System	
ECON 2	Principles of Economics: Macro *	
ECON 4	Principles of Economics: Micro *	
PHIL 10	Introduction to Critical Thinking	
	or ENGL C10 Critical Thinking and Writing	
<i>*If you are considering transferring to a 4-year university, you need to take BUSI 1, 3A, 3B, 4 and either ECON 2 or 4</i>		
TOTAL MAJOR UNITS		18-20

Please refer to the program requirements section of the Catalog for information about associate degree requirements and certificate requirements including Information Competency, and General Education requirements.