



This program roadmap represents one possible pathway to complete the program. **Please see a counselor** to create an education plan that is customized to meet your needs. This roadmap is not a guarantee of course availability or financial aid applicability.

**Catalog:** 2026-27

**GE Pattern:** local AA/AS

**Total Units:** 60

## First Year

### Semester 1

15 Units

| CAT. | COURSE                                     | UNIT | PREREQUISITES | GE AREA |
|------|--|------|---------------|---------|
| Req  | <b>BUS 300</b><br>Introduction to Business | 3    |               | L4      |
| Req  | <b>BUS 105</b><br>Business Mathematics     | 3    |               | L2      |
| Req  | <b>MKT 300</b><br>Principles of Marketing  | 3    |               |         |
| RE   | <b>ENGL C1000</b><br>College Composition   | 3    |               | L1A     |
| Elec | any elective course                        | 3    |               |         |

### Semester 2

15 Units

| CAT. | COURSE   | UNIT | PREREQUISITES            | GE AREA |
|------|--|------|--------------------------|---------|
| RE   | <b>ACCT 301</b><br>Financial Accounting                            | 4    |                          |         |
| Req  | <b>BUS 320</b><br>Concepts in Personal Finance                     | 3    |                          |         |
| Req  | <b>BUS 310</b><br>Business Communications                          | 3    | BUS 100 or<br>ENGL C1000 |         |
| GE   | any Area LIB (Oral<br>Communication & Critical<br>Thinking) course | 3    |                          | LIB     |
| Elec | any elective course  | 2    |                          |         |

## Second Year

### Semester 3

15 Units

| CAT. | COURSE  | UNIT | PREREQUISITES | GE AREA |
|------|---|------|---------------|---------|
| Req  | <b>CISA 305</b><br>Beginning Word Processing                  | 2    |               |         |
| Req  | <b>CISA 315</b><br>Introduction to Electronic<br>Spreadsheets | 2    |               |         |

## CAREER PATH

### Career Options:

Career opportunities include account executive, analyst, bank employee, buyer, clerk, data-entry clerk, data-entry specialist, entrepreneur, financial planner, government service, insurance representative, investment counselor, manager, marketing, market research, office assistant, public administration, purchasing agent, retail/industrial sales.

### Advising Notes:

- This degree can be completed using either the local AA/AS general education (GE) pattern or the Cal-GETC transfer GE pattern. See a counselor to determine which pattern is best for you based on your academic goals.
- Elective Courses:** any elective courses numbered 100-499, or having a 4-digit number starting with C.

### Scheduling Notes:

- BUS 212 and 214 are offered in a staggered 5-week format, so they can be taken in the same semester.

### Other Notes:

- Business students planning to transfer should consider the Business Administration AS-T degree. See the catalog for more information.

| CAT. | COURSE   | UNIT | PREREQUISITES | GE AREA |
|------|--|------|---------------|---------|
| RE   | <b>BUS 212</b><br>Marketing for Small Businesses | 1    |               |         |
| RE   | <b>BUS 214</b><br>Financing a Small Business     | 1    |               |         |
| GE   | any Area L3 (Arts & Humanities) course           | 3    |               | L3      |
| GE   | any Area L5 (Natural Sciences) course            | 3    |               | L5      |
| GE   | any Area L7A (Physical Education) course         | 1    |               | L7A     |
| GE   | any Area L7B (Life Development Skills) course    | 2    |               | L7B     |

### Semester 4

15 Units

| CAT. | COURSE                                      | UNIT | PREREQUISITES | GE AREA |
|------|---|------|---------------|---------|
| Req  | <b>BUS 340</b><br>Business Law              | 3    |               |         |
| RE   | <b>BUS 110</b><br>Business Economics        | 3    |               |         |
| RE   | <b>BUS 210</b><br>The Business Plan         | 1    |               |         |
| RE   | <b>MGMT 304</b><br>Principles of Management | 3    |               |         |
| GE   | any Area L6 (Ethnic Studies) course         | 3    |               | L6      |
| Elec | any elective course                         | 2    |               |         |

<sup>H</sup> honors courses

- An internship (BUS 498) is highly recommended as it opens up potential employment opportunities. Students can earn between 0.5 – 4.0 units for related paid or unpaid work experience including volunteer and internship positions through BUS 498. This course also works toward satisfying GE Area L7B. See the [Work Experience website](#) for more information.

#### EXPLANATION OF CATEGORIES

|      |                     |  |
|------|---------------------|--|
| Req  | Required Core       | A course that is required for this program   |
| RE   | Restricted Elective | A course selected from a list of elective courses specified for this program in the course list in the catalog, which can be replaced with another course from the same list |
| Elec | Degree Elective     | A degree-applicable course that is part of a degree roadmap to ensure that there is a total of at least 60 units, which is a requirement for an associate degree             |
| GE   | General Education   | A course that fulfills a specific general education requirement for a degree, which can be replaced with another course that meets the same requirement                      |