

Associate in Arts Degree in Business Administration (96 units)

The Associate in Arts degree in Business Administration is designed to form the general education and basic management foundation for the student who desires a degree at the two-year level, but who may wish to continue for the bachelor degree at Humphreys College or transfer to another college or university.

- **GENERAL EDUCATION REQUIREMENTS (56 units)**
 - **Communications (12 units)**
 - ENGL 101 Written Communications
 - ENGL 102 Advanced Written Communications
 - ENGL 110 Oral Communications
 - **Social and Behavioral Sciences (20 units)**
 - PS 101 American Institutions
 - Select one of the following:
 - HIST 101 U.S. History I
 - HIST 102 U.S. History II
 - HIST 103 U.S. History III
 - Electives: (12 units)
 - **Humanities Electives (12 units)**
 - **Math and Science (12 units)**
 - MATH 101 College Algebra
 - Select on of the following:
 - MATH 120 Statistics
 - MATH 110 Calculus
 - Science Elective
- **BUSINESS DEPARTMENT CORE REQUIREMENTS (24 units)**
 - ACCT 101 Accounting I
 - ACCT 102 Accounting II
 - ADM 120 Computer Applications
 - CMIS 101 Introduction to Management Information Systems
 - MGT 105 Business Management
 - MGT 150 Personal Financial Management
- **BUSINESS ADMINISTRATION REQUIREMENTS (16 units)**
 - ACCT 110 Payroll Accounting and Credit Management
 - MGT 120 Business Law I
 - MGT 130 Salesmanship
 - MGT 140 Supervisory Management