

# MANAGEMENT ASSOCIATE IN SCIENCE AND CERTIFICATE OF ACHIEVEMENT



This degree program is designed to provide students with the skills necessary to be successful as a manager in today's demanding organizational climate. The curriculum is beneficial to men or women who aspire to mid-level or higher management positions in any type of organization including business, government and service organizations.

## Program Learning Outcomes

Upon successful completion of this program, students will be able to:

- Recognize and appropriately evaluate the ethical and legal concerns inherent in various business practices.
- Identify the differences in leadership and management theories and how they facilitate the overall effectiveness of domestic and multinational business operations.
- Identify and assess business problems from a subordinate and managerial perspective.
- Identify and analyze business problems or entrepreneurial opportunities and effectively communicate recommendations for courses of actions.

## Career Opportunities

Bank Officer<sup>1</sup>  
 Claim Adjuster  
 Computer Operations Supervisor<sup>2</sup>  
 Director, Research and Development<sup>1</sup>  
 Employment Interviewer  
 Financial Planner  
 Hospital Administrator<sup>1</sup>  
 Import-Export Agent  
 Management Trainee  
 Management Consultant<sup>2</sup>  
 Office Manager  
 Stock Broker  
 Teacher, College<sup>1</sup>

<sup>1</sup> Bachelor Degree or higher required.

<sup>2</sup> Bachelor Degree normally recommended.

## Associate in Science Degree Requirements

Code	Title	Units
BUS-115	Human Relations in Business	3
BUS-120	Financial Accounting	4
BUS-125	Business Law: Legal Environment of Business	3
BUS-128	Business Communication	3

BUS-155	Human Resources Management	3
BUS-156	Principles of Management	3
ECON-110 or ECON-120	Economic Issues and Policies Principles of Macroeconomics	3
Select two of the following:		5-7
BOT-123 & BOT-124 & BOT-125	Comprehensive Excel, Level I and Comprehensive Excel, Level II and Comprehensive Excel, Level III	
BOT-174	Computer Concepts and Applications	
BUS-176	Computerized Accounting Applications	
CIS-110	Principles of Information Systems	
Select a minimum of three units of the following:		3-4
BUS-110	Introduction to Business	
BUS-121	Managerial Accounting	
BUS-161	Business Internship	
BUS-195	Principles of Money Management for Success	
COMM-122	Public Speaking	

**Total Units** **30-33**

Plus General Education Requirements (<https://catalog.gcccd.edu/cuyamaca/degree-requirements-transfer-information/>)

## Certificate of Achievement

Students who complete only the major requirements above qualify for a Certificate in Management. An official request must be filed with the Admissions and Records Office prior to the deadline as stated in the Academic Calendar.

## Addendum Comment

Catalog correction; BOT-123 & BOT-124 & BOT-125 updated to reflect all three courses count as one selection.  
 Effective: Fall 2024 as of 10/02/2024.