

# BUSINESS ADMINISTRATION ASSOCIATE IN SCIENCE AND CERTIFICATE OF ACHIEVEMENT



The Business Administration curriculum is designed to give students who choose to work toward a bachelor's degree a well-balanced introduction to a professional career in business.

The program outlined below fulfills the lower division requirements for most majors in the School of Business Administration at San Diego State University and is typical of requirements at other four-year schools. For specific requirements, transfer students should consult the four-year college or university catalog.

## Career Opportunities

<https://www.grossmont.edu/student-support/career-center/resources.php>

Accountant<sup>1</sup>  
Administrative Assistant  
Advertising/Marketing<sup>1</sup>  
Banking  
Budget Analyst<sup>1</sup>  
Business Publications  
Claim Agent  
Computer Operations  
Controller<sup>1</sup>  
Financial Manager<sup>1</sup>  
Insurance Agent<sup>2</sup>  
Lawyer<sup>1</sup>

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

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

**The Program-level Student Learning Outcomes (PSLOs)** below are outcomes that students will achieve after completing specific degree / certificate requirements in this program. Students will:

1. Demonstrate in-depth knowledge and understanding of fundamental business concepts.
2. Demonstrate the ability to identify, apply, and integrate functional business knowledge to solve problems in practical business situations involving accounting, law, and general business.
3. Demonstrate effective written and oral skills in these areas.
4. Demonstrate the ability to identify and resolve moral and ethical business issues.

## Associate Degree Major Requirements

Code	Title	Units
BUS-120	Financial Accounting	4
BUS-121	Managerial Accounting	4
BUS-125	Business Law: Legal Environment of Business	3
BUS-128	Business Communication	3
CSIS-110	Principles of Information Systems	4
ECON-120	Principles of Macroeconomics	3
ECON-121	Principles of Microeconomics	3
MATH-160	Elementary Statistics	4
MATH-178	Calculus for Business, Social and Behavioral Sciences	4
<b>Total Units</b>		<b>32</b>

Plus General Education (<https://catalog.gcccd.edu/grossmont/admission-information/general-education-transfer/>) and Elective Requirements

## Certificate of Achievement

Any student who chooses to complete only the courses required for the above major qualifies for a Certificate of Achievement in Business Administration. An official request must be filed with the Admissions and Records Office prior to the deadline as stated in the Academic Calendar.