

# BUSINESS – ASSOCIATE IN ARTS DEGREE

Top Code: 0505.00

This area of emphasis is primarily intended to prepare students to transfer to a university and earn a bachelor's degree in Business Administration. The study of Business gives the student an understanding of the social and economic environment in which we live and provides a common body of knowledge for all students who specialize in any business field. It is the purpose of this area of emphasis to develop in students the interpersonal, technical, and managerial competence necessary for successful performance in business, industry, government, and education. Students who choose this field of study will accomplish several objectives. The first of these is to prepare for lifelong professional careers in commerce, finance and industry, as well as for management careers in the public and non-profit sectors. A second objective is to provide students with the knowledge and skills needed to obtain professional, entry level positions in one or another functional area of the business enterprise, or in some particular field of business. The primary objective, however, is transfer in the field of Business Administration. Specialized options in a bachelors' degree program such as accounting, finance, entrepreneurship, information systems, and other specializations are widely available in CSU, UC, and private schools.

**Please Note:** The courses that universities and colleges require for transfer vary. When selecting courses for transfer purposes, students should consult with Counseling Services to determine the particular transfer requirements of specific transfer institutions.

## Program Outcomes

1. Demonstrate a productive working knowledge of the basic functions of a business enterprise, including: accounting, entrepreneurship, economics, business law, finance, human resource management, ethics and marketing.
2. Demonstrate an understanding of the communication process in a business and professional setting, including: written, oral, non-verbal, electronic communication, and active listening.

## Requirements for the area of emphasis

Courses must be completed with a grade of C or better. All courses must be numbered 001–099. Students must complete at least 18 units chosen from the courses listed below:

Code	Title	Units
<b>Complete a minimum of 18 Credits of the following:</b>		
ACCT 001A	FINANCIAL ACCOUNTING	5
ACCT 001B	MANAGERIAL ACCOUNTING	4
ACCT 010	BOOKKEEPING-ACCOUNTING	4
Select one of the following:		3
BIT 025	SURVEY OF COMPUTER TECHNOLOGY IN BUSINESS	
CIS 010	INTRODUCTION TO INFORMATION SYSTEMS	
BUS 002	PERSONAL FINANCE	3
BUS 009	INTRODUCTION TO BUSINESS	3
BUS 010	INTRODUCTION TO MANAGEMENT	3

BUS 011A	BUSINESS COMMUNICATIONS	3
BUS 012A	BUSINESS LAW	3
BUS 012B	BUSINESS LAW TRANSACTIONS & ORGANIZATIONS	3
BUS 014A	MATHEMATICAL ANALYSIS FOR BUSINESS-FINITE	4
BUS 014B	MATHEMATICAL ANALYSIS FOR BUSINESS-CALCULUS	4
BUS 016	BUSINESS COMPUTATIONS USING TECHNOLOGY	3
ECON 001A	PRINCIPLES OF MACROECONOMICS	3
ECON 001B	PRINCIPLES OF MICROECONOMICS	3
MATH 005A	SINGLE VARIABLE CALCULUS I	5
STAT 015	STATISTICS FOR BUSINESS AND ECONOMICS	4
or STAT 050	ELEMENTARY STATISTICS	

Visit the Program Mapper (<https://pasadena-city.programmapper.ws/academics/interest-clusters/7e85bdcc-be06-405f-9845-b8b63e49f8c6/programs/22575f84-0739-2779-2a67-67836e225525/>) for a suggested sequence of courses.

## General Education Requirements for the Associate in Arts Degree

- General Information (<https://curriculum.pasadena.edu/academic-programs-leading-degree-certificate/>)
- PCC Local Gen Ed (<https://curriculum.pasadena.edu/academic-programs-leading-degree-certificate/#pcclocaltext>)
- CSU Breadth (<https://curriculum.pasadena.edu/academic-programs-leading-degree-certificate/#csubreadthtext>)
- IGETC (<https://curriculum.pasadena.edu/academic-programs-leading-degree-certificate/#igetctext>)