

BUSINESS ADMINISTRATION – MANAGEMENT – ASSOCIATE IN SCIENCE DEGREE, CERTIFICATE OF ACHIEVEMENT

- CSU Breadth (<https://curriculum.pasadena.edu/academic-programs-leading-degree-certificate/#csubreadthtext>)
- IGETC (<https://curriculum.pasadena.edu/academic-programs-leading-degree-certificate/#igetctext>)

Visit the Program Mapper (<https://pasadena-city.programmapper.ws/academics/interest-clusters/7e85bdcc-be06-405f-9845-b8b63e49f8c6/programs/0ee45b38-c016-7717-b118-76636033c99c/>) for a suggested sequence of courses.

Top Code:

0506.30

The Management program is designed for the student interested in management or supervisory positions leading to careers in business management. It can be used to upgrade leadership skills and develop organizational skills which may lead to advancement in operations management, transportation, retail, marketing, international business, and related fields.

A Certificate of Achievement is awarded upon completion of all required courses with a grade of C or better.

Program Outcomes

- Compare and contrast international and domestic business.
- Write effective business correspondence, and give clear, concise oral presentations.
- Research and analyze management and leadership issues and provide solutions.
- Demonstrate the ability to work cooperatively with others.

Requirements for the Certificate of Achievement

Code	Title	Units
ACCT 001A	FINANCIAL ACCOUNTING	4
or ACCT 010	BOOKKEEPING - ACCOUNTING	
BIT 025	SURVEY OF COMPUTER TECHNOLOGY IN BUSINESS	3
BUS 009	INTRODUCTION TO BUSINESS	3
BUS 011A	BUSINESS COMMUNICATIONS	3
BUS 010	INTRODUCTION TO MANAGEMENT	3
or BUS 128	HUMAN RESOURCES MANAGEMENT	
or BUS 117	HUMAN RELATIONS/ORGANIZATIONAL BEHAVIOR	
BUS 160	SALES AND CUSTOMER SERVICE	3
Total Units		19

General Education Requirements for the Associate in Science 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>)