

## **Bachelor of Arts in Business Administration**

This information sheet is designed to assist the student intending to transfer from College of the Canyons to the University of La Verne and complete the remainder of his/her required coursework for the bachelor degree at the University Center, Santa Clarita Valley.

### **LOWER DIVISION GENERAL EDUCATION REQUIREMENTS**

University of La Verne accepts either the CSU GE, or IGETC (CSU or UC) for completion of lower division general education. An Associates Degree/completion of all general education courses is **not** required prior to transfer. However, a student who has not already satisfied CSU GE Area A-2 or IGETC Area 1-A must complete this requirement within the first two terms of enrollment at ULV.

### **LOWER DIVISION PROGRAM REQUIREMENTS**

Since the University of La Verne has no intent to offer lower division coursework at the University Center site, students should complete the lower division coursework relevant to the major at COC. Students may be enrolled simultaneously with the University of La Verne and COC. These courses are different than the General Education requirements mentioned above.

To complete your BA in Business Administration, students must complete the additional COC articulated courses (or the equivalent at another institution) listed:

BUS 201: Principles of Accounting I  
BUS 202: Principles of Accounting II  
ECON 201: Macroeconomics  
ECON 202: Microeconomics

For students who have completed coursework that may meet lower division program requirements from an institution other than COC, contact the University of La Verne representative, Beth Walker, for an unofficial evaluation of transfer equivalency.

### **MAXIMUM NUMBER OF UNITS TRANSFERABLE FROM A COMMUNITY COLLEGE**

The University of La Verne will accept a maximum of 84 semester units from a community college into the BA in Business Administration.

### **ADDITIONAL REQUIREMENTS FOR TRANSFER\***

To apply for admission to the University of La Verne's BA in Business Administration, the following requirements must be met:

- Applicants will be considered for admission based on several factors: applicants age, number of college-level semester hours completed, cumulative college GPA, and work experience.
- Applicants should be mature, working professionals over the age of 25 with or without college experience

- Applicants under the age of 25 are considered for admission only if they possess substantial work experience and a cumulative GPA of 2.2 for any transferable college or university course work.
- Students who have not already completed the equivalent to CSU GE Area A-2 or IGETC Area 1-A must complete this requirement within the first two-terms of enrollment at ULV.

### **CATALOG RIGHTS**

A student establishes catalog rights for the University of La Verne in the first semester of course completion. The University of La Verne degree and transfer requirements are determined by those listed in the catalog for the year in which admission is granted. The original catalog rights will remain in effect provided a student completes the bachelor's degree within seven years. Students who complete the degree within seven years of the date of admission may elect to fulfill either the graduation requirements in effect at the time of admission or any catalog after matriculation but prior to graduation. Students who do not complete the degree within seven years of the date of admission letter must reapply for admission and fulfill the graduation requirements in effect at the time of readmission.

### **CHANGE IN PROGRAM**

In the event the lower division requirements for the BA in Business Administration changes, a student has the option of either completing the original program requirements or converting to the new program requirements. Since the decision to switch to the new program can require a systematic comparison, a student should meet with the University of La Verne representative to determine which program best suits the student's needs.

### **FOR MORE INFORMATION**

Contact Beth Walker, University of La Verne representative, at 818.846.4008 or walkerb@ulv.edu, or the University Center staff in Building Y, Room Y-112 or call 661.362.UNIV.

\* A student may begin taking courses from University of La Verne prior to submitting an application for admission. However, a student must complete the admission process during the first term of enrollment. Check with the University of La Verne representative for more details.