

Business Administration AS-T (IGETC GE Track)

Program Description: Business administration is a wide field that incorporates many types of management positions. From major corporations to independent business, every operation needs skilled administrators in order to succeed. Motivated, organized personalities will thrive in business, where environments are often high-powered. [The Student Transfer Achievement Reform Act \(SB 1440\)](#)

Program SLO: Analyze financial, economics, legal and management issues related to a business entity as required for upper division work in their business-related major.

Important Transfer Information: Connect with a counselor to develop an individualized student education plan through the Counseling Department @ <https://www.canyons.edu/counseling> or (661) 362-3288/(661) 362-3811. The sequence listed below, may not meet all your transfer admissions requirements.

Major courses are sequenced and **BOLDED** based on recommendations by the [Business Department](#).

First Semester (0-16 units minimum)		FA = Fall; WI = Winter; SP = Spring; SU = Summer	
Course	Title	Units	Major and GE Courses
BUS 100	Introduction to Business (FA, WI, SP, SU)	3	Major Course
*ECON 291, MATH 140/140H, or MATH 240	Statistical Methods in Business and Economics (FA, SP); Introductory Statistics (FA, WI, SP, SU); Math Analysis for Business and Social Science (FA, SP, SU)	3-5	Major Course and Area 2
CAWT 101	Introduction to Computers (FA, WI, SP, SU)	3	Major Course
ENGL 101/101H	English Composition (FA, WI, SP, SU)	4	Area 1A
Arts Class	Choose one course from the IGETC GE Area 3A (FA, WI, SP, SU)	3	Area 3A
Term Totals:		16-18	

*Check transfer schools regarding which math course will be appropriate for transfer major.

NOTE: Additional Math may be required based on your transfer goal. Consult with a counselor for more information.

Interession I (17-19 units minimum)			
Course	Title	Units	Major and GE Courses
American Institutions – Choose Option 1 or 2	Complete first course in chosen option – (note: must take both classes within one option) (FA, WI, SP, SU) – see table below	3	American Institutions and Area 3B
Term Totals:		3	

Check the Honors website for most recent course offerings. Must be enrolled in the Honors program to take courses, see below.

Second Semester (20-33 units minimum)			
Course	Title	Units	Major and GE Courses
BUS 201	Principles of Accounting I (FA, SP, SU)	5	Major Course
BUS 211	Business Law (FA, WI, SP, SU)	3	Major Course
*Critical Thinking	Choose one course from the IGETC GE 1B (FA, WI, SP, SU)	3	Area 1B
Arts or Humanities	Choose one course from IGETC GE Area 3A or 3B (FA, WI, SP, SU)	3	Area 3A or 3B
Term Totals:		14	

*Some UC's will require a second semester of English Composition.

Third Semester (34-47 units minimum)			
Course	Title	Units	GE Area
BUS 202	Principles of Accounting II (FA, SP, SU)	5	Major Course
ECON 201/201H	Macroeconomics (FA, WI, SP, SU)	3	Major Course and Area 4
COMS 105/105H	Fundamentals of Public Speaking (FA, WI, SP, SU)	3	Area 1C

	Physical Science	Choose one course from IGETC GE Area 5A (<i>if not taking the corresponding lab, will need to add a lab to the Life Science course</i>) (FA, WI, SP, SU)	3-4	Area 5A (and 5C)
		Term Totals:	14-15	

Fourth Semester (48-61 units minimum)

Course	Title	Units	GE Area
ECON 202/202H	Microeconomics (FA, SP, SU)	3	Major Course and Area 4
Biological Science	Choose one course from IGETC GE Area 5B (<i>if not taking the corresponding lab, will need to add a lab to the Physical Science course</i>) (FA, WI, SP, SU)	3-4	5B (and 5C)
American Institutions	Complete second course in chosen option – (note: must take both classes within one option) (FA, WI, SP, SU) – <i>see table below</i>	3	American Institutions and Area 4
++UC Elective (consider Foreign Language)	Choose another UC transferable course (FA, WI, SP, SU)	4-5	Elective (Have you met the UC ++Foreign language requirement?)
	Term Totals:	14-15	

Total Units: 61+

+ +**Note:** Foreign language is required as part of the transfer general education breadth. Please see the Counseling Office for additional information.

American Institutions Requirement – Select one of the options below and complete a total of 6 units

Option 1	One course from the following: Economics 170/170H, History 111/111H, History 112/112H, History 120/120H, or History 130 AND Political Science 150/150H (FA, WI, SP, SU)
Option 2	History 111/111H AND History 112/112H (FA, WI, SP, SU)

Counseling Resources

Business Department www.canyons.edu/business

Counseling Department: www.canyons.edu/counseling

UC General Education Guide:

<https://www.canyons.edu/resources/documents/studentservices/counseling/degrees/IGETC20192020.pdf>

CSU/UC Articulation Agreements: www.assist.org

University of California: www.universityofcalifornia.edu

UC Transfer Pathways: <http://admission.universityofcalifornia.edu/counselors/transfer/advising/major>

COC Future Business Leaders of America – Phi Beta Lambda: coc.pbl@gmail.com

COC Honors Program: <https://www.canyons.edu/academics/honors/index.php>

Petition for Associate Degree: Check the [student calendar](#) for term-specific submission deadlines. Summer graduation associate degree petitions are due by April 1st for your name to appear in the spring commencement pamphlet. The petition form must be reviewed with a counselor and may be found here:

https://www.canyons.edu/resources/documents/studentservices/admissions/Petition_for_Associate_Degree_and_Certificate_of_Achievement.pdf

Career Resources

California Career Zone: <https://www.cacareerzone.org/>

O*Net Online: <https://www.onetonline.org/>

Bureau of Labor and Statistics: www.bls.gov

Professional Associations:

American Business Women's Association: www.abwa.org

American Management Association: www.amanet.org

American General Business Association: www.agba-global.org