BUSINESS ADMINISTRATION

DEGREES, CERTIFICATES AND AWARDS

Associate in Science Degree (A.S.)

DESCRIPTION

Business Administration programs at IVC, both at the associate degree and certificate of achievement levels, prepare the student by offering courses that allow students opportunities to acquire practical skills, technical knowledge and experience in a variety of fields. The fields of study available are: Business Administration for transfer, Accounting Technician, Administrative Assistant, Financial Services, Management, Marketing and Office Technician. These programs introduce the student to the world of commercial transactions, which occur in the distribution of resources in our American economic system.

The Business Administration program prepares students in lower division courses required for advanced degrees in areas such as International Business, Management, Marketing, and Accounting. Since requirements vary at each four-year school, transfer students should consult with a counselor to develop a program for the specific transfer institution they wish to attend.

PROGRAM LEARNING OUTCOMES

- 1. Analyze legal cases and web information sources and effectively communicate the results.
- 2. Illustrate basic economic models and use those models to analyze data and reach reasoned conclusions.
- 3. Show understanding of accounting information for use in decision-making, controlling, planning and directing operations.

ASSOCIATE DEGREE PROGRAM

The Associate in Arts (AA) or the Associate in Science (AS) Degree involves satisfactory completion of a minimum of 60 semester units with a C average or higher, including grades of C in all courses required for the major, and fulfillment of all IVC district requirements for the associate's degree along with all general education requirements. The degree provides a sound basis for transfer to upper division institutions for additional degrees or for higher vocational preparation. To be eligible to receive an Associate Degree the student must complete the requirements for the major, the District requirements for an Associate Degree, and the General Education requirements. In addition students must maintain a minimum grade point average and meet the minimum grade requirements of their program. Detailed information is available in the college catalog.

CAREER OPPORTUNITIES

Of the career opportunities identified many will usually require the completion of degree requirements at 4-year colleges and universities.

- Accounting
- Appraiser
- Banking
- Business Entrepreneur
- Communications Analyst
- Database Specialist
- Escrow Officer
- Promotion
- Sales
- FBI Agent
- Finance
- Financial Services

- Human Resources Manager
- Loan Officer
- Public Administration
- Health Administration
- Health Administration
- Import /Export AgentInformation Systems Specialist
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- Inspection
- Management
- Marketing
- Marketing Manager
- Merchandising Manager
- Product Manager

- Personnel Manager
- Programmer/Analyst
- Purchasing Marketing
- Real Estate
- Mortgage Broker
- Property Manager
- Real Estate Broker
- Sales Representative
- Small Business Owner
- Transportation Administration
- Utilities Administration

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at IVC. Please click on our Programs of Study link to view the information for each certificate program: http://www.imperial.edu/courses-and-programs/programs-of-study/

TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree at Imperial Valley College may not be the same as those required for completing the major at a transfer institution offering a bachelor's degree. Students who plan to transfer to a four-year college or university should schedule an appointment with an IVC Counselor to develop a student education plan (SEP) before beginning their program.

Transfer Resources:

www.ASSIST.org – CSU and UC Articulation Agreements and Majors Search Engine

www.CSUMentor.org – CSU System Information

www.universityofcalifornia.edu/admissions /index.html - UC System Information

www.aiccu.edu – California Independent Colleges and Universities, Association of

http://wiche.edu/wue - Western Undergraduate Exchange Programs

FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that IVC offers a full array of financial aid programs - grants, work study, scholarships, and fee waivers (we do not participate in the federal loan programs). These programs are available to both full and part time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information: www.imperial.edu/students/ financial-aid-and-scholarships/

BUSINESS ADMINISTRATION

ASSOCIATE DEGREE PROGRAM

BUSINESS ADMINISTRATION MAJOR - A.S. DEGREE

Twenty units (20.0) required for the major.

ALL COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A MINIMUM GRADE OF "C" OR BETTER.

I.	Required	courses fo	or the major (17.0 units)	
	BUS	126	Business and the Legal Environment	3.0
	BUS	210	Principles of Financial Accounting	4.0
	BUS	220	Principles of Managerial Accounting	4.0
	ECON	101	Introduction to Micro Economics	3.0
	ECON	102	Introduction to Macro Economics	3.0
II.	Acceptable courses for the major (select a minimum of 3.0 units)			
	BUS	230	Introduction to Government Accounting (3.0)	
	BUS	260	Business Communications (3.0)	
	CIS	101	Introduction to Information Systems (3.0)	
	CIS	108	Computer Accounting (3.0)	
	MATH	119	Elementary Statistics (4.0)	
	MATH	122	Finite Mathematics (3.0)	
	MATH	140	Trigonometry (3.0)	
	MATH	150	College Algebra (4.0)	
	MATH	170	Introductory Calculus with Applications (4.0)	
	MATH	190	Pre-Calculus (5.0)	
	MATH	192	Calculus I (5.0)	
Total Major Units				20.0
IVC Graduation Requirements and GE Pattern:				30.0
Electives (as needed to reach 60 degree applicable units)				
Total Maximum Units:				60.0