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.

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.

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 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/

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
- Import/Export Agent
- Information Systems Specialist
- 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/
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 for 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 of 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