

Cert. General Business 25-26

(DRAFT)



ABOUT THIS MAJOR

The associate of science in General Business will provide students with a broad range of knowledge with which to evaluate and appreciate the physical environment, culture, and society in which they

live, with the necessary skills to excel in various business environments. They are well-prepared for entry-level career opportunities in areas such as accounting, business law, marketing, purchasing, retail, sales, customer service, economics, and entrepreneurship. Through this program, students gain the knowledge and practical experience required for entry-level employment in business, entrepreneurship, or to advance in their current career paths. The major offers a choice of concentrations in Marketing or Management. Students will choose their concentration and complete the additional 9 units of required electives in the chosen concentration.

For more information, visit the [Social and Behavioral Sciences](#) division.

TO EARN A Certificate A STUDENT MUST COMPLETE THE FOLLOWING:

- [1] Completion of Major & Program Electives Courses
- [2] Minimum grade point average of 2.0
- [3] A C or better in all courses required for the major

Cert.- General Business

[Total Units Required for the Major 39-42]

Require Course: Complete all the following: (18 units)	
BUS101 - Introduction to Business	3
BUS111 - Business English	3
BUS113 - Business Communications	3
BUS121 - Fundamentals of Investment Personal Finance	3
BUS201 - Business Law	3
BUS212 - Women and Minorities in Business	3

Required Courses, choose one (total 3-4 units)	
ACCT111 - Bookkeeping	3
ACCT201 - Financial Accounting	4

Required Courses, choose one (total 3 -4 units)	
BUS105 - Business Mathematics	3
STATC1000 - Introduction to Statistics {formally Math 115}	4
MATH116 - Introduction to Statistics Using R	4
MATH124 - Finite Math	4

Required Courses, choose one (total 3 units)	
CA103 - Intro to Computers and Digital Technology	3
CA221 - Computer Concepts & Applications in Business	3

Require Course, choose one (total 3 units)	
CA121 - Microcomputer Spreadsheets	3
CA111 - Word Processing-Microsoft Word	3

Program Electives (total 9 units)	
Select a Concentration (Management or Marketing)	
Marketing Concentration (Complete all the following)	Management Concentration (Complete all the following)
MKTG101 - Principles of Marketing	MGT101 - Management Principles
MKTG130 - Digital Marketing	MGT115 - Human Behavior in Org.
Choose one of the following:	
MKTG112 - Intro to Advertising	MGT121 - Human Resources Management
MKTG132 - Social Media Marketing	MGT199 - Work Experience Education
MKTG199 - Work Experience Edu.	MGT201 - Small Business Management

RECOMMENDED PATHWAY

General Business Certificate

The Recommended Plan of Study is determined by the discipline faculty
Take classes in **Summer** or **Intersession** if needed to complete your degree in a timely manner!

Fall/Spring: Max 19 units | Summer: Max 9 units | Intersession: Max 6 units

Major

SEMESTER 1

Course Advisement	Units
BUS 105 OR STATC 1000 OR MATH 116 OR MATH 124	3-4
CA 103 OR CA 221	3
BUS 101	3
BUS 111	3
MKTG 101 OR MGT 101	3
Total Semester Units	15-16

SEMESTER 2

Course Advisement	Units
CA 121 OR CA 111	3
MKTG 130 OR MGT 115	3
BUS 212	3
BUS 121	3
Total Semester Units	12

SEMESTER 3

Course Advisement	Units
BUS 201	3
ACCT 111 OR ACCT 201	3-4
BUS 113	3
MKTG 112, 132, MKTG 199 OR MGT 121, 199, 201	3
Total Semester Units	12-13
TOTAL DEGREE UNITS	39-42

COUNSELING NOTE SECTION

Prerequisite: If a course is listed as a prerequisite for another course, that prerequisite course must be completed with a satisfactory grade to enroll in the next course. A satisfactory grade is a grade of "A," "B," "C" or "P". Students who enroll in classes for which they do not meet the prerequisites will be involuntarily dropped. Students will be notified of this involuntary drop. Title 5, Section 55200(d)

Application for Graduation:

Antelope Valley College awards degrees three times annually following the Fall, Spring, and summer semesters. Students must apply for graduation to earn their degree or certificate. Applications are due by September 6 for spring/summer graduates and by February 14 for fall graduates.

AVC 25-26 CATALOG: [ACADEMIC POLICIES](#)

INFORMATION and RESOURCES

Tutoring Assistance
Transfer Center
Basic Needs

Career Center
Office of Students with Disabilities
Financial Aid

AVC Student Health Services
Palmdale Center
Counseling Division