**COUNSELING CENTER ADVISING**

## Certificate Programs (2)

### REAL ESTATE SALESPERSON

- Requires a minimum grade of "C" on each course
- This option **CANNOT** be used as a major for the Associate Degree
- Maximum of 6 Pass/No Pass units accepted
- Minimum of 12 units completed in residence at AVC with a minimum of 9 of those units completed in the certificate coursework (credit earned by examination will not be included in these 12 units)
- Substitutions, with prior permission, may be made for certain courses that may not be offered in the two-year period
- Refer to catalog or online website for course listings, descriptions, and suggested course sequence if available.

| Required Courses | units |
|---|---|
| BUS 105, Business Mathematics **or** | |
| MATH 140, Precalculus | 3-5 |
| BUS 113, Business Communications | 3 |
| CA 103, Intro. to Computers & Dig. Tech. | |
| **or** CA 221, Computer Concepts and | |
| Applications in Business **or** CIS 101, | |
| Introduction to Computer Info. Science | 3-4 |
| RE 101, Real Estate Principles | 3 |
| RE 105, Real Estate Practices | 3 |
| Program Elective | 3 |
| **Total Units Required for Certificate** | **18-21** |

### Program Electives
*Complete 3 units from any of the following:*

| | |
|---|---|
| RE 111, Real Estate Finance | 3 |
| RE 121, Legal Aspects of Real Estate | 3 |
| RE 131, Real Estate Appraisal | 3 |
| RE 141, Escrow Principles | 3 |
| RE 161, Property Management | 3 |

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**Prerequisite Completion**

If a course is listed as a prerequisite for another course, that prerequisite course must be completed with a satisfactory grade in order to enroll in the next course. According to Title 5, Section 55200(d), 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.

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## REAL ESTATE BROKER

- Requires a minimum grade of "C" on each course
- Maximum of 6 Pass/No Pass units accepted
- Minimum of 9 units must be completed at AVC (credit earned by examination will not be included in these 9 units)
- Substitutions, with prior permission, may be made for certain courses that may not be offered in the two-year period
- Refer to catalog or online website for course listings, descriptions, and suggested course sequence if available.

| Required Courses | units |
|---|---|
| ACCT 111, Bookkeeping **or** | |
| ACCT 201, Financial Accounting | 3-4 |
| BUS 105, Business Mathematics **or** | |
| MATH 140, Precalculus | 3-5 |
| BUS 113, Business Communications | 3 |
| BUS 201, Business Law | 3 |
| CA 103, Intro. to Computers & Dig. Tech. | |
| **or** CA 221, Computer Concepts and | |
| Applications in Business **or** | |
| CIS 101, Intro. to Computer | |
| Information Science | 3-4 |
| RE 101, Real Estate Principles | 3 |
| RE 105, Real Estate Practices | 3 |
| RE 111, Real Estate Finance | 3 |
| RE 121, Legal Aspects of Real Estate | 3 |
| RE 131, Real Estate Appraisal | 3 |
| Program Electives | 6 |
| **Total Units Required for Certificate** | **36-38** |

### Program Electives
*Complete 6 units:*

| | |
|---|---|
| RE 141, Escrow Principles | 3 |
| RE 161, Property Management | 3 |

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## AS-Associate Degree

### REAL ESTATE

- Requires a minimum grade of "C" on each course in the major
- Maximum of 12 Pass/No Pass units accepted
- Minimum of 12 units must be completed at AVC (credit earned by examination will not be included in these 12 units)
- Minimum of 9 units in the major must be completed at AVC (credit earned by examination will not be included in these 9 units)
- Substitutions, with prior permission, may be made for certain courses in the major that may not be offered in the two-year period
- Refer to catalog or online website for course listings, descriptions, and suggested course sequence if available.

| Major Required Courses | units |
|---|---|
| ACCT 111, Bookkeeping **or** | |
| ACCT 201, Financial Accounting | 3-4 |
| BUS 105, Business Mathematics **or** | |
| MATH 140, Precalculus | 3-5 |
| BUS 113, Business Communications | 3 |
| BUS 201, Business Law | 3 |
| CA 103, Intro. to Computers & Dig. Tech. | |
| **or** CA 221, Computer Concepts and | |
| Applications in Business **or** | |
| CIS 101, Intro. to Computer | |
| Information Science | 3-4 |
| RE 101, Real Estate Principles | 3 |
| RE 105, Real Estate Practices | 3 |
| RE 111, Real Estate Finance | 3 |
| RE 121, Legal Aspects of Real Estate | 3 |
| RE 131, Real Estate Appraisal | 3 |
| Program Electives | 6 |
| **Units Required for Major** | **36-38** |

### Program Electives
*Complete 6 units:*

| | |
|---|---|
| RE 141, Escrow Principles | 3 |
| RE 161, Property Management | 3 |

*other requirements for degree*

| | |
|---|---|
| General Education | 21-27 |
| Proficiency (See Proficiency Requirements) | * |
| Electives | 0-3 |
| **Minimum Units Required** | **60** |

*Fulfilling proficiencies will not require any extra units if the competencies are demonstrated by including the required courses in the general education, or major requirements, or by satisfying the reading proficiency through AVC's policy.
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# Consult with a counselor/advisor for availability of course.

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*For General Education, see the next page....*

# General Education Requirements

At least 3 units from each of the following areas below: A, B, C, D1, D2, E and F.
**Minimum Total GE Units Required      21**

## Area A Natural Sciences (min. 3 units)
ANTH 101, 101L
ASTR 101, 101L
BIOL 100, 101, 102, 103, 104, 110, 120, 201, 202, 204, 205
CHEM 101, 102, 110
ELTE 101
ERSC 101
GEOG 101, 101L, 102, 102L
GEOL 101, 101L, 102, 102L
PHYS 101, 102, 110, 120, 211
PSCI 101

## Area B Social & Behavioral Sciences
(min. 3 units)
AJ 201, 204, 206
ANTH 102, 103, 112, 140
BUS 101
CFE 102
COMM 217
ECON 100, 101, 102, 110
GEOG 105, 106, 110
HIST 101, 102, 104, 105, 107, 108, 110, 111, 113, 114, 116, 118, 119
POLS 101, 103, 200, 201, 202, 203
PSY 101, 201, 212, 230, 232, 233, 234, 235, 236
SOC 101, 105, 110, 111, 112, 115, 116, 120

## Area C Humanities (min. 3 units)
ART 100, 101, 102, 103, 104, 110, 113, 132, 135, 136, 137, 140, 145, 150, 210, 213
CHIN 101, 102, 201, 202
COMM 103, 112, 114, 214
DA 101
DFST 101, 102, 105, 201, 202
ENGL 102, 111, 112, 113, 221, 222, 225, 227, 230, 231, 235, 236, 240, 242, 246, 250, 253, 256, 257, 259, 265, 279
FREN 101, 102, 201, 202, 203
FTV 101, 103, 107, 108, 201, 203, 251, 261
GER 101, 102, 201, 202
HIST 115
ID 150, 201
LATN 101, 102, 201
MUS 101, 105, 111, 131, 132, 151, 153, 185, 231, 232, 251A, 251B, 253A, 253B
MUSC 102, 103, 107
PHIL 105, 106, 108, 109
PHOT 107
PHTC 101, 150, 201
SPAN 101, 110SS, 102, 201, 202, 210SS, 220SS
THA 101, 102, 103, 110, 115A, 115B, 116A, 116B, 117A, 117B, 118A, 118B, 130, 225, 239

## Area D Language & Rationality
(min. 3 units from (1) and 3 units from (2))
1. *Academic Composition:* Courses fulfilling the written composition requirement shall be designed to include both expository and argumentative writing.

   ENGL 101, 101SL

2. *Communication and Analytical Thinking*
   BUS 113
   CA 103
   CIS 101, 111, 141, 157
   COMM 101, 103, 107, 109, 112, 114, 115, 217, 219
   ENGL 102, 103
   GEOG 201, 205
   MATH 102, 115, 116, 120, 124, 128, 135, 140, 148, 150, 160, 220, 230, 250
   PHIL 101, 106, 110, 201

## Area E - Additional Breadth
(min. 3 units)
From areas A**, B**, C**, D2 **or
CFE 102
COMM 103, 107, 219
HD 100, 101, 102, 103, 105
HE 101, 120, 201
ID 100, 120
LIB 105, 107
NF 100, 102, 103, 110, 150
PSY 212
SOC 111, 116
Any DA activity course(s) from DA 102-205, except DA 107A-C, 108, 109 and 111
Any KIN activity course(s) from KIN 101-180, or up to 4 units for military experience.

** Course must be taken from a discipline not previously selected.

## Area F Diversity Studies (min. 3 units)
ANTH 112
BUS 212
CFE 116
COMM 114, 217, 219
ECON 110
ENGL 250, 253, 256, 257, 259
FTV 201, 203
HE 201
HIST 110, 111, 113
MGT 212
MUSC 107
POLS 202
SOC 105, 110, 116
THA 239

## Proficiency Requirements
Proficiency requirements exist for the areas of Reading, Writing and Math. Students must demonstrate competency in each of these areas in order to be eligible for the associate degree.

### A. READING
Eligibility for College Level Reading (AVC assessment) or completion of READ 099 with a minimum grade of "P" (Pass), or completion of an Associate Degree or higher from a regionally accredited institution of higher education.

### B. WRITING
Completion of ENGL 101 or ENGL 101SL with a minimum grade of "C." NOTE: ENGL 101 may be taken with the Pass/No Pass option; however, students are cautioned that other colleges and universities may not accept ENGL 101 courses taken on a Pass/No Pass basis, especially for satisfaction of general education and major requirements. Students planning to transfer should check college catalogs for applicable policies.

### C. MATHEMATICS
Completion of MATH 102 or higher or CIS 121 with a satisfactory grade or placement by AVC assessment into a math course higher than MATH 102.

## Electives
The remaining number of units (up to a minimum of 60) are considered electives. Any course that has already been counted toward (1) the general education requirements, or (2) the major, cannot be used as an elective. Any course with a designation of "AVC" at the end of a course description can be used as an elective.

## Residence Requirement
Of the required 60 units, "at least 12 semester units must be completed in residence at the college granting the degree." Title 5, Section 54000 et seq. Title 5 of the California Code of Regulations is available at *http://ccr.oal.ca.gov* and in the Antelope Valley College Library.

## Grade Point Average Requirement
An overall grade point average of 2.0 ("C" average) is required.

## Double Counting:
While a course might satisfy more than one general education requirement, it may not be counted more than once for these purposes. A course may be used to satisfy both a general education requirement and a major or area of emphasis requirement.

## Requirements for Two or More Associate Degrees
To be eligible for multiple associate degrees, a student must have completed all of the graduation requirements for each degree.

## Requirements for Two or More Certificates
To earn more than one certificate, a course can be used as part of as many certificate requirements as the student wishes to obtain.

## Transfer
Students planning to continue studies at a four-year college or university after AVC should visit the Transfer Resource Center and consult with a counselor as soon as possible to develop a plan of studies. Additional information on official transfer articulation agreements from AVC to many CSU/UC campuses can be found at the following Web site: www.assist.org

Transferability of courses to the CSU or UC systems is indicated at the end of a course description by the notation "(UC, CSU)." For the transferability of courses to all other universities, please consult with a counselor or the Transfer Resource Center.

The **"Catalog Rights Policy"** sets forth the criteria used for determining the degree requirements under which students may graduate. Please refer to the AVC Catalog for a detailed description or consult with a counselor.

For an educational plan, please consult with a counselor. To obtain counseling services please call: (661) 722-6338

**Antelope Valley College's website**: www.avc.edu

*To contact the Career Technical Education Division, please call: 661-722-6300 ext. 6370*

ACCT 111 *BOOKKEEPING
*Advisory*: Eligibility for ENGL 099, READ 099 and MATH 070. ACCT 111 will help their transition into ACCT 201.
(AVC)

ACCT 201 *FINANCIAL ACCOUNTING
*Advisory*: Completion of ENGL 101/ENGL 101SL, and Eligibility for MATH 115, MATH 116 or MATH 124.
(CSU, UC, AVC)

BUS 105 *BUSINESS MATHEMATICS
*Advisory*: Eligibility for READ 099 and MATH 070.
(AVC)

BUS 113 *BUSINESS COMMUNICATIONS
**Prerequisite**: Completion of ENGL 101/ENGL 101SL.
*Advisory*: Completion of BUS 111.
(CSU, AVC)

CA 103 *INTRODUCTION TO COMPUTERS & DIGITAL TECHNOLOGY
*Advisory*: Eligibility for ENGL 099, READ 099 and MATH 070.
(CSU, UC, AVC)

CA 221 *COMPUTER CONCEPTS AND APPLICATIONS IN BUSINESS
*Advisory*: Completion of ACCT 201, and Eligibility for College Level Reading, ENGL 101/ENGL 101SL and MATH 070.
(CSU, UC, AVC)

MATH 065 BASIC MATH
*Advisory*:  Eligibility for ENGL 099.

MATH 070 ELEMENTARY ALGEBRA
**Prerequisite:** Eligibility for MATH 070 (AVC assessment) or Completion of MATH 065.
*Advisory:* Eligibility for READ 099.

MATH 102 *INTERMEDIATE ALGEBRA
**Prerequisite**: Eligibility for MATH 102 (AVC assessment) or Completion of MATH 070.
*Advisory*: Eligibility for READ 099.
(AVC)

MATH 105 GEOMETRY AND METHODS OF PROOF
**Prerequisite:** Eligibility for MATH 105 (AVC assessment) or Completion for MATH 102.
*Advisory:* Eligibility for READ 099.
 (CSU, AVC)

MATH 135 *PLANE TRIGONOMETRY
**Prerequisite**: Completion of MATH 102, or Eligibility for MATH 135 (AVC Assessment).
*Advisory:* Concurrent enrollment in MATH 105, Eligibility for ENGL 101/ENGL 101SL and College Level Reading.
(CSU, AVC)

MATH 140 *PRECALCULUS
**Prerequisite**: Completion of MATH 105 and 135 or Eligibility for MATH 140 (AVC Assessment).
*Advisory*: Eligibility for College Level Reading.
(CSU, UC, AVC)

RE 101 *REAL ESTATE PRINCIPLES
*Advisory*: Eligibility for ENGL 099, READ 099 and MATH 065.
(CSU, AVC)

RE 105 *REAL ESTATE PRACTICES
*Advisory*: Completion of RE 101, and Eligibility for ENGL 099, READ 099 and MATH 065.
(CSU, AVC)

RE 111 *REAL ESTATE FINANCE
*Advisory*: Completion of RE 101, and Eligibility for ENGL 099, READ 099 and MATH 065.
(CSU, AVC)

RE 121 *LEGAL ASPECTS OF REAL ESTATE
*Advisory*: Completion of RE 101, and Eligibility for ENGL 099 and READ 099.
(CSU, AVC)

RE 131 *REAL ESTATE APPRAISAL
*Advisory*: Completion of RE 101, and Eligibility for ENGL 099, READ 099 and MATH 070.
(CSU, AVC)

RE 141 *ESCROW PRINCIPLES
*Advisory:* Completion of RE 101, and Eligibility for ENGL 099, READ 099 and MATH 070.
(CSU, AVC)

RE 161 *PROPERTY MANAGEMENT
*Advisory*: Completion of RE 101, and Eligibility for ENGL 099, READ 099 and MATH 070.
(CSU, AVC)

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*Advisory:*
A condition of enrollment that a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program.

**Prerequisite:**
A condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program. Prerequisites are enforced and a student will be blocked from enrolling or involuntarily dropped after enrolling if the student does not meet the stated prerequisite. A student must complete a course prerequisite with a satisfactory grade of A, B, C or P (pass).

Corequisite:
A condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course. Corequisites are enforced and a student will be blocked from enrolling if the student does not meet the stated requisite.