

To assist students in planning their schedules, Diablo Valley College has prepared a list of required courses to be offered each term. This list is subject to change due to fiscal constraints and availability of staff and/or facilities, but it should help you in planning your schedule. By scheduling your classes according to this course sequence guide, you will be able to finish the major requirements certificate of achievement in two years or less depending on the number of units you take each term. In addition to these required courses some programs require students to select other courses from a list of restricted electives. Verify offerings with program faculty, counselors and the online schedule of classes.

Business

Associate in science – Business administration for transfer

Course sequence

X= term offered

Required course

	year	fall	spring	summer
BUS 294	1,2	X	X	X
BUSAC 186	1,2	X	X	X
BUSAC 187*	1,2	X	X	X
ECON 220*	1	X	X	X
ECON 221*	1,2	X	X	X
plus at least 3 units from:				
BUS 240*	1,2	X	X	X
MATH 142	1,2	X	X	X
MATH 181	1,2	X	X	X
MATH 182*	1,2	X	X	X
MATH 192*	1,2	X	X	X
plus at least 5 units from:				
BUS 109	1	X	X	X
BUS 250	1,2	X	X	X
BUS 145	1,2	X	X	
COMSC 101	1	X	X	

*These courses have specific prerequisites. See course description for details.

Business

Associate in science - Business

Course sequence

X= term offered

Required course

	year	fall	spring	summer
BUS 109	1	X	X	X
BUS 250	1,2	X	X	X
BUS 294	1,2	X	X	X
BUSMG 120	1,2	X	X	
<i>plus at least 3 units from:</i>				
BUSAC 181	1	X	X	X
BUSAC 186	1,2	X	X	X
<i>plus at least 9 units from:</i>				
BUS 105	1			
BUS 145	1,2	X	X	
BUS 161	1,2	X		
BUS 209	1,2	X	X	
BUS 210	1, 2	X	X	
BUS 240*	1,2	X	X	X
BUS 261	1,2	X	X	
BUS 291	2			
BUSAC 185	1,2	X	X	
BUSAC 187*	1,2	X	X	X
BUSAC 188	1,2	X	X	

BUSAC 285	2	X	
BUSMG 121	2	X	X
BUSMG 131	2	X	
BUSMG 132	2		X
BUSMG 191	1,2	X	X
BUSMG 192	2	X	X
BUSMG 226	2		X
BUSMK 158	1,2		X
BUSMK 255	1,2	X	X
BUSMK 256	1,2	X	X
BUSMK 257	1,2	X	
RE 160	1,2	X	X
RE 161	1,2		X
RE 162	2	X	
RE 163	1,2	X	X
RE 164	2	X	
RE 165	2		X
RE 166	2	X	
RE 167	1,2		X

*These courses have specific prerequisites. See course description for details.

Advanced general business -

Certificate of achievement

Course sequence

X= term offered

Required courses

	year	fall	spring	summer
BUS 109	1	X	X	X
BUS 250	1,2	X	X	X
BUS 294	1,2	X	X	X
BUSMG 120	1,2	X	X	

plus at least 3 units from:

ANY BUS course not listed in the core requirements.

ANY BUSAC course not listed in the core requirements.

ANY BUSMG course not listed in the core requirements.

ANY BUSMK course not listed in the core requirements.

ANY RE course not listed in the core requirements.

Business transfer -

Certificate of achievement

Course sequence

X= term offered

Required courses

	year	fall	spring	summer
BUSAC 186	1,2	X	X	X
BUSAC 187*	1,2	X	X	X
ECON 220*	1	X	X	X
ECON 221*	1,2	X	X	X

plus at least 3 units from:

MATH 182*

MATH 192*

plus at least 3 units from:

BUS 240*

MATH 142

plus at least 3 units from:

BUS 109

BUS 294

*These courses have specific prerequisites. See course description for details.

Business Marketing

Certificate of achievement

Course sequence

X= term offered

Required courses

	year	fall	spring	summer
BUS 109	1	X	X	X
BUS 240*	1,2	X	X	X
BUS 250	1,2	X	X	X
BUS 294	1,2	X	X	X
BUSMG 120	1,2	X	X	
BUSMK 256	1,2	X	X	

plus at least 6 units from:

BUS 209	1,2	X	X	
BUSMK 158	1,2		X	
BUSMK 255	1,2	X	X	
BUSMK 257	1,2	X		

Any RE course

**These courses have specific prerequisites. See course description for details.*

General business

Certificate of accomplishment

Course sequence

X= term offered

Required courses

	year	fall	spring	summer
BUS 109	1	X	X	X
BUS 250	1	X	X	X
BUS 294	1	X	X	X
BUSMG 120	1	X	X	

Management and leadership studies

Certificate of achievement

Course sequence

X= term offered

Required courses

	year	fall	spring	summer
BUS 109	1	X	X	X
BUS 250	1,2	X	X	X
BUS 294	1,2	X	X	X
BUSMG 120	1,2	X	X	
BUSMG 121	2	X	X	
BUSMG 131	2	X		
BUSMG 132	2		X	
BUSMG 226	2		X	

Small business management/entrepreneurship

Certificate of achievement

Course sequence

X= term offered

Required courses

	year	fall	spring	summer
BUS 109	1	X	X	X
BUS 250	1,2	X	X	X
BUS 294	1,2	X	X	X
BUSMG 120	1,2	X	X	

plus at least 3 units from:

BUSAC 181	1	X	X	X
BUSAC 186	1,2	X	X	X

plus at least 3 units from:

BUSMG 191	1,2	X	X
BUSMG 192	2	X	

plus at least 6 units from:

BUS 145	1,2	X	X
BUS 209	1,2	X	X
BUSAC 185	1,2	X	X
BUSMG 121	2	X	X
BUSMG 132	2		X
BUSMK 256	1,2	X	X

Wealth management

Certificate of achievement

Course sequence

X= term offered

Required courses

	year	fall	spring	summer
BUS 109	1	X	X	X
BUS 161	1,2	X		
BUS 250	1,2	X	X	X
BUS 261	1,2	X	X	
BUS 294	1,2	X	X	X
BUSAC 285	2	X		
BUSMG 120	1,2	X	X	
plus at least 3 units from:				
BUS 145	1,2	X	X	
BUS 291	2	X	X	
BUSMG 166	1	X	X	
BUSMG 170	1	X	X	
BUSMG 172	1	X	X	
BUSMG 173	1	X	X	
BUSMG 174	1	X	X	
BUS 145	1,2	X	X	
RE 164	2	X		
RE 165	2		X	

Business essentials -

Certificate of accomplishment

Course sequence

X= term offered

Required courses

	year	fall	spring	summer
BUS 101	1	X	X	
BUS 103*	1	X	X	
LS 121	1	X	X	

*online only

Office Professional

Business Information Worker

Certificate of achievement

Course sequence

X= term offered

Required courses

	year	fall	spring	summer
BUS 100	1	X	X	
BUS 101	1	X	X	
BUS 102	1	X	X	
BUS 103*	1	X	X	
BUS 109	1	X	X	X
BUS 250	1	X	X	X

plus at least 2 units from:

BUS 295	1	X	X	
BUS 296	1	X	X	

plus at least 8 units from:

CIS 115	1	X	X	X
CIS 116	1	X	X	X
CIS 118	1	X	X	X
CIS 119	1	X	X	X
COMSC 101	1	X	X	

plus at least 5 units from:

BUSMG 160	1	X	X	
BUSMG 161	1	X	X	
BUSMG 165	1	X	X	
BUSMG 166	1	X	X	
BUSMG 167	1	X	X	
BUSMG 168	1	X	X	
BUSMG 170	1	X	X	
BUSMG 173	1	X	X	
BUSMG 174	1	X	X	
BUSMG 175	1	X	X	

*online only

Office Professional

Certificate of accomplishment

Course sequence

X= term offered

Required courses

	year	fall	spring	summer
BUS 100	1	X	X	
BUS 101	1	X	X	
BUS 102	1	X	X	

plus at least 2 units from:

BUS 295	1	X	X	
BUS 296	1	X	X	

plus at least 4 units from:

CIS 115	1	X	X	X
CIS 116	1	X	X	X
CIS 119	1	X	X	X

plus at least 3 units from:

BUSMG 160	1	X	X	
BUSMG 161	1	X	X	
BUSMG 165	1	X	X	
BUSMG 166	1	X	X	
BUSMG 167	1	X	X	
BUSMG 168	1	X	X	
BUSMG 170	1	X	X	
BUSMG 173	1	X	X	
BUSMG 174	1	X	X	
BUSMG 175	1	X	X	