**Business Administration AS-T**

**Program Learning Outcomes**
Students completing the program will be able to:
1. Communicate in a professional, concise, clear, and correct manner.
2. Explain the functions of business financial operations and apply them to business case problems.
3. Compare and contrast ethical approaches and social responsibility options in business situations.
4. Evaluate an existing business and identify the business organization, key business procedures relevant to a specific problem using appropriate technology.

**Required Courses**
- **Accounting**
  - BUSAC 186: Financial Accounting
  - BUSAC 187: Managerial Accounting
  - BUS 294: Business Law

**Group A**
- **Mathematics**
  - MATH 181: Finite Mathematics
  - MATH 182: Calculus for Management

**Group B**
- **Computing**
  - COM SC 101: Computer Literacy
  - BUS 109: Introduction to Business
  - BUS 145: Business Spreadsheet Applications

You need to see a Counselor for specific recommendations about courses that will best meet your educational goals. Not all courses on the map are offered every term. Consult the Catalog and the Schedule of Classes for more details.

For information about transferring, see: https://www.dvc.edu/enrollment/transfer/index.html

For information on careers in this field see: https://www.dvc.edu/enrollment/career-employment/index.html

**Pre-Requisites**
- MATH 121: Plane Trigonometry
- MATH 120 or 120sp: Intermediate Algebra
- Math119 or 119sp: Accelerated Algebra II

**Elective Courses**
- BUS 240: Business Statistics
- BUS 145: Business Spreadsheet Applications
- BUS 294: Business Law
- BUSAC 186: Financial Accounting
- BUSAC 187: Managerial Accounting
- BUS 109: Introduction to Business
- BUS 145: Business Spreadsheet Applications

**Careers in**
- Supervising
- Purchasing
- Budgeting
- Administration
- Human Resources

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