BUSINESS ADMINISTRATION
General Business Concentration 2012-2013

This degree prepares you to enter the workforce or transfer to a four-year college or university. Career opportunities include entry-level marketing, management, entrepreneur, customer service representative and retail sales. All business requires individuals that have the skills covered in these courses. Explore career opportunities locally, statewide and nationally. Many courses are offered during the day and evening at one of our extended education campuses and online.

REQUIREMENTS FOR ASSOCIATE IN SCIENCE DEGREE:

Recommended Course Sequence:

<table>
<thead>
<tr>
<th>First Semester (Fall)</th>
<th># of Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 101 Basic Accounting I (F/S) OR</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 2 Introduction to Financial Accounting (F/S)</td>
<td>3</td>
</tr>
<tr>
<td>BUAD 10 Introduction to Business (F/S)</td>
<td>3</td>
</tr>
<tr>
<td>CIS 1 Computer Literacy Workshop (F/S)</td>
<td>3</td>
</tr>
<tr>
<td>General Education</td>
<td>6</td>
</tr>
</tbody>
</table>

Second Semester (Spring):

| BUAD 45 Human Relations on the Job (F/S) | 3 |
| BUAD* 66 Business Communications (F/S) | 3 |
| REAL 30 Real Estate Principles (F/S) | 3 |
| General Education: AS Degree Level Math 3-5 |

Third Semester (Fall):

| BUAD 6 Business Law (F/S) | 3 |
| BUAD 91 Principles of Management (F) OR | 3 |
| CIS 4 Business Data Communications (F) | 3 |
| Restricted Electives (see choices below) | 7 |
| General Education | 3 |

Fourth Semester (Spring):

| BUAD 15 Business and Society (F/S) | 3 |
| General Education | 6 |

RESTRICTED ELECTIVES:

Select at least 7 units from the following list of courses:

| ACCT 2 Introduction to Financial Accounting (F/S) | 3 |
| ACCT 101 Basic Accounting I | 3 |
| ACCT* 102 Basic Accounting II (S) | 3 |
| BUAD 8 Business Law (S) | 3 |
| BUAD 41 Supervision and Leadership (F) | 3 |
| BUAD 46 Fundamentals of Nonprofit Management (I) | 1 |
| BUAD 47 Fundraising Techniques and Planning (I) | 1 |
| BUAD 48 Grant Funding: Finding the Right Source (I) | 1 |
| BUAD 49 Nonprofit Financial Management (I) | 1.5 |
| BUAD 50 Marketing and Public Relations for Nonprofits (I) | 1 |
| BUAD 51 Boards of Directors in Nonprofit Organizations (I) | 1.5 |
| BUAD 52 Staff & Volunteer Management in Nonprofit Orgs (I) | 1 |
| BUAD 53 Accountability Requirements for Nonprofit Orgs (I) | .5 |
| BUAD 54 Nonprofit Policy, Advocacy and Community Building (I) | .5 |
| BUAD 71 Introduction to e-Commerce (S) | 1 |
| BUAD 72 e-Commerce Marketing (S) | 1 |
| BUAD 76 Sales (S) | 3 |
| BUAD 77 Principles of Marketing (S) | 3 |
| BUAD 106 Business Mathematics | 3 |
| OAS 51 Introduction to Keyboarding and Word (F/S) | 3 |
| Any Electives (Suggested Electives: BUAD 73, MKTG 76) | 6-8 |

Course meets a General Education requirement. * Course has a prerequisite.

Associate in Science Degree Requirements

Unit Requirement: 60 semester units
Scholarship Requirement: Overall GPA of 2.0
Residence Requirement: Last 12 semester units or a minimum of 48 total semester units must be completed in residence at Shasta College

Course Requirement: Complete specific occupational major requirements (see left)

General Education: For Associate degree, complete 21 units of general education coursework (general ed may overlap with major course work - see counselor for details). Multicultural & Computer Literacy Competency Requirements: See Chapter 5, page 5 of the 2012-2013 Shasta College catalog for details. (May overlap with general education).

"F" (Fall) and "S" (Spring) indicate when a course is usually offered. "I" indicates course may not be offered every year. Subject to change.

Major 34 Units
Additional General Education 12 Units
General Electives 14 Units
DEGREE TOTAL 60 Units

Business, Agriculture, Industry and Technology (530) 242-7560
Shasta College
11555 Old Oregon Trail
Redding, CA 96003
www.shastacollege.edu

(For reference only)