

Name:	
ID:	
Date:	
Counselor Contact:	

Major Requirements: 20 units

A grade of "C" or better is required in the following courses

BA/BT 5 Workplace Communications33BA 10, Introduction to BusinessBUS 1103BA 33, Human Relations in the Workplace3***BA 40, Supervision and Leadership OR3***BA 43, Principles of Management3Electives: Select eight (8) units from:1ACCTG 4A, Financial AccountingACCTGACCTG 4A, Financial Accounting4BA 28, Privacy Law and the Legal EnvironmentBUS 120BA 20, Law and the Legal System3BA 28, Privacy Law and Cybersecurity3BA 30, Personal Finance3BA 31, Human Resource Management3BA 35, Financial Management for Business3BA 38, Operation of the Small Business3BA 38, Operation of the Small Business3BA 38, Principles of Management3BA 31, Business Planning1.5BA 31, Business Planning1.5BT 131, Applied Accounting3.5CIT 15, Computer Concepts1TIS 120MtTG 10, Principles of Marketing3RE 40, Real Estate Principles3RE 41, Real Estate Practice3	CERTIFICATE OF ACHIEVEMENT (F.2181.CA)	C-ID	Units	Completed	In Progress	Planned
BA 33, Human Relations in the Workplace3****BA 40, Supervision and Leadership OR 3****BA 43, Principles of Management3Electives: Select eight (8) units from:						
***BA 40, Supervision and Leadership OR ***BA 43, Principles of Management33Electives: Select eight (8) units from: ACCTG 4A, Financial AccountingACCTG 1104BA 18, Business & the Legal EnvironmentBUS 1204BA 20, Law and the Legal System3		BUS 110				
***BA 43, Principles of ManagementImage: Constraint of the second se						
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BT 131, Applied Accounting3.5CIT 15, Computer ConceptsITIS 120MKTG 10, Principles of Marketing3RE 40, Real Estate Principles3DE 44, Real Estate Principles	*** BA 43, Principles of Management					
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RE 40, Real Estate Principles 3	CIT 15, Computer Concepts	ITIS 120	3			
	MKTG 10, Principles of Marketing		3			
RE 41, Real Estate Practice 3	RE 40, Real Estate Principles		3			
	RE 41, Real Estate Practice		3			

NOTES:

1. Some of the above courses may have prerequisites. See the catalog or schedule of classes.

2. **Either BA 40 or BA 43 may be taken as a required course. The other course may be taken as an elective. The Certificate of Achievement requires completion of the major (20 units) with a "C" or better grade in each course.