



Cerritos College

BUSINESS ADMINISTRATION - RETAIL MANAGEMENT CERTIFICATE OF ACHIEVEMENT

Program of Study

DIVISION/DEPARTMENT REQUIREMENTS:		UNITS
BA 50	Business Math (or equivalent)	3
BA 106	Human Resource Management	3
BA 107	Human Relations in Business	3
BA 114	Marketing	3
BA 115	Management-Business	3
BA 120	Management-Accounting and Internal Control	3
or ACCT 100	Introduction to Accounting	(3)
BA 123	Management – Retailing	3
or BA 117	Fundamentals of Supervision	(3)
BA 132	Computer Applications for Managers	3
or BCOT 114	Introduction to Microsoft Office	(3)
BA 156	Motivational Presentation Skills for Managers	3
or BCOM 148	Effective Business Presentations	(3)
BA 157	Principles of Public Relations	3
or JOUR 157	Principles of Public Relations	(3)
or BCOM 147	Business Communications	3
TOTAL CERTIFICATE REQUIREMENTS:		30

RECOMMENDED COURSES:

BA 104	Managing Cultural Diversity	3
BA 110	Advertising	3
LAW 111	Business Law	3
BA 113	Legal Environment of Business	3
BA 153	Small Business Management	3
BA 204	Project Management	3
BA 205	Organizational Leadership	3
LAW 101	Introduction to Law	3
RE 101	Real Estate Principles	3
BA 171-174	Business Administration Work Experience	1-4

ASSOCIATE IN ARTS DEGREE REQUIREMENTS:

Plan A (Degree and/or Career Option): Meet the requirements for a Certificate or Achievement in Retail Management (30 units). Take 12 units of the Recommended Courses. Complete 18 units of identified general education courses (see Plan A Degree and/or Career Option), proficiency requirements and electives, if necessary to total a minimum of 60 degree applicable units.

Plan B (CSU General Education Requirement): Meet the requirements for the Certificate of Achievement in Retail Management (30 units). Complete a minimum of 39 units of identified CSU general education courses (see Plan B CSU General Education Requirements), the health and wellness proficiency requirements and elective courses, if necessary for a minimum of 60 degree applicable units. Please check lower division major requirements for specified

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transfer institution as listed.

Plan C (Intersegmental General Education Transfer Curriculum – IGETC – For Transfer to UC and CSU): Meet the requirements for a certificate of Achievement in retail Management (18 units). Complete a minimum of 35 (UC) or 38 (CSU) units of identified general education courses (see Plan C – IGETC General Education Requirements), the health and wellness proficiency requirements, and elective courses, if necessary, for a minimum of 60 degree applicable units. Please check lower division major requirements for specified transfer institution as listed.

NOTE: Although many of these courses are transferable, this Certificate/AA Degree is nontransferable.

CAREER OPPORTUNITIES: Prepares the student for a variety of career opportunities in business, industry, government, and self-employment.

Please see Business Counselors or the respective department for additional alternatives.

See Cerritos College Graduation Requirements.