

REAL ESTATE BROKER

This program is designed to prepare students to take the examination to become a State Licensed Real Estate Broker. A licensed real estate broker sells houses and other real estate properties independently or under the guidance of another broker.

SUBJECT & NO.	COURSE	UNITS
REAL ES 3	Real Estate Practices3
REAL ES 5	Legal Aspects of Real Estate I3
REAL ES 7	Real Estate Finance I.3
REAL ES 9	Real Estate Appraisal I.3
REAL ES 21	Real Estate Economics3

THREE COURSES FROM THE FOLLOWING: 9-11

ACCTG 1	Introductory Accounting I	
LAW 1	Business Law I	
REAL ES 1	Real Estate Principles	
REAL ES 11	Escrow Principles	
REAL ES 14	Property Management	
REAL ES 17	Mortgage Loan Brokering	
REAL ES 24	Common-Interest Developments	

Total. 24-26

* This course has a prerequisite.

ASSOCIATE DEGREE PROGRAMS

ACCOUNTING

Associate in Arts Degree

This program is designed for the student who wishes to become an accountant, or to do accounting work of an advanced and technical nature in public or private accounting. (The student who plans to transfer to a college or university with junior standing should follow the lower division requirements of the chosen institution.)

SUBJECT & NO.	COURSE	UNITS
ACCTG 1	Introductory Accounting I5

OR

ACCTG 21	Bookkeeping and Accounting I3
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AND

ACCTG 22	Bookkeeping and Accounting II3
ACCTG 2*	Introductory Accounting II.5
ACCTG 3*	Intermediate Accounting I3
ACCTG 11*	Cost Accounting3
ACCTG 12*	Auditing3
ACCTG 15*	Tax Accounting I.3
ACCTG 28	Accounting Computer Laboratory2
BUS 1	Introduction to Business3
CO SCI 201**	Introduction to Computers and Their Uses3
CO SCI 200*	Microcomputers in Business3
CO SCI 291**	Programming Laboratory1
FINANCE 8	Personal Finance and Investments3
LAW 1	Business Law I.3
MARKET 21	Principles of Marketing	

OR

SUPV 1	Elements of Supervision3
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THREE UNITS FROM THE FOLLOWING:

ACCTG 16*	Tax Accounting II	
ACCTG 45*	Governmental Accounting I	

LAW 2	Business Law II	
MGMT 2	Organization and Management Theory	
MGMT 13	Small Business Entrepreneurship	
SUPV 1	Elements of Supervision	

GENERAL EDUCATION REQUIREMENTS (PLAN B) 18

Total. 64-65

*This course has a prerequisite.

**CO SCI 201 and CO SCI 291 must be taken concurrently to get credit for both courses.

BUSINESS MANAGEMENT

Associate in Arts Degree

This program is designed for the student ambitious to advance to a position of responsibility in a business organization and for the student preparing to go into business for himself.

SUBJECT & NO.	COURSE	UNITS
ACCTG 1*	Introductory Accounting I5
BUS 1	Introduction to Business3
CO SCI 201**	Introduction to Computers and Their Uses3
CO SCI 291**	Programming Laboratory1
FINANCE 8	Personal Finance and Investments3
MARKET 1	Principles of Selling3
MARKET 11	Fundamentals of Advertising.3
MARKET 21	Principles of Marketing3
MARKET 31	Retail Merchandising3
MGMT 6	Public Relations3
MGMT 13	Small Business Entrepreneurship.3
MGMT 2	Organization and Management Theory	

OR

SUPV 1	Elements of Supervision3
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GENERAL EDUCATION REQUIREMENTS (PLAN B) 18

SIX UNITS FROM THE FOLLOWING 6

FINANCE 2	Investments	
FINANCE 31	Insurance Principles	
MGMT 15	Small Business Management II	
MGMT 31	Human Relations for Employees	
MGMT 32	Basic Interviewing	
MARKET 3	Sales Management	
MARKET 12	Advertising Copy and Layout	

Total. 60

*Accounting 21 and 22 may be taken instead of Accounting 1.

**CO SCI 201 and CO SCI 291 must be taken concurrently to get credit for both courses.

COMPUTER SCIENCE INFORMATION TECHNOLOGY

Associate in Arts Degree

This program is designed to prepare students to gain experience in the computer field. It gives students entry-level job skills and the opportunity to transfer to a four-year university.

SUBJECT & NO.	COURSE	UNITS
CO SCI 200*	Microcomputers in Business3
CO SCI 201**	Introduction to Computers and Their Uses3
CO SCI 208*	Beginning BASIC Programming3
CO SCI 233*	Microcomputer Database Programming	3
CO SCI 234	Operating Systems3

CO SCI 237	Teleprocessing Systems and Protocols3
CO SCI 238*	Advanced BASIC Programming3
CO SCI 243	Programming in C++.3
CO SCI 290	Programming in JAVA3
CO SCI 291**	Programming Laboratory1
GENERAL EDUCATION REQUIREMENTS (PLAN A)		32
<i>Total.</i>		<i>60</i>

*This course has a prerequisite.

**CO SCI 201 and CO SCI 291 must be taken concurrently to get credit for both courses.

INSURANCE: PROPERTY AND CASUALTY (Pending Approval)

Associate in Arts Degree

This program is designed to assist persons to obtain employment in the insurance industry at entry-level positions. The program provides an introduction into the insurance industry. It examines property and liability coverage, personal insurance and commercial insurance. The student, upon completion of the program, will have a basic understanding of how the industry operates and be a highly qualified job applicant.

SUBJECT & NO.	COURSE	UNITS
ACCTG 1	Introductory Accounting I5
BUS 1	Introduction to Business3
CAOT 32	Business Communications3
CO SCI 201**	Introduction to Computers and Their Uses3
CO SCI 291**	Programming Laboratory1
INSUR 100	Introduction to Insurance1
INSUR 101	Property and Liability Insurance Principles	3
INSUR 102	Personal Insurance3
INSUR 103	Commercial Insurance3
INSUR 104	Insurance Code and Ethics.1
INSUR 185	Directed Study - Insurance1
LAW 1	Business Law I.3
GENERAL EDUCATION REQUIREMENTS (PLAN B)		30
<i>Total.</i>		<i>60</i>

*This course has a prerequisite.

MARKETING

Associate in Arts Degree

This program is intended for students who intend to pursue careers which include retail sales, insurance sales, department manager and buyer, chain store manager, credit manager, advertising salesperson, and wholesale sales work. The program is also intended for those who plan to operate their own business.

SUBJECT & NO.	COURSE	UNITS
ACCTG 1	Introductory Accounting I5
OR		
ACCTG 21	Bookkeeping and Accounting I.3
BUS 1	Introduction to Business3
CO SCI 201	Introduction to Computers and Their Uses3
CO SCI 291**	Programming Laboratory1
MGMT 6	Public Relations3
MGMT 13	Small Business Entrepreneurship.3
MGMT 15	Small Business Management II.3
MARKET 1	Principles of Selling3
MARKET 3	Sales Management3

MARKET 11	Fundamentals of Advertising.3
MARKET 12	Advertising Copy and Layout3
MARKET 21	Principles of Marketing3
MARKET 31	Retail Merchandising3
SUPV 1	Elements of Supervision	

OR		
MGMT 2	Organization and Management Theory	.3

GENERAL EDUCATION REQUIREMENTS (PLAN B) 18

THREE UNITS FROM THE FOLLOWING: 3

FINANCE 2	Investments	
FINANCE 8	Personal Finance and Investments	

OR

FINANCE 31	Insurance Principles	
MGMT 31	Human Relations for Employees	
MGMT 32	Basic Interviewing	
SUPV 2	Basic Psychology for Supervisors	

Total. 61-63

**CO SCI 201 and CO SCI 291 must be taken concurrently to get credit for both courses.

REAL ESTATE

Associate in Arts Degree

This program is designed to prepare students to work in the real estate field as salespersons or real estate brokers. In this program, students learn fundamental aspects of real estate in all areas such as real estate finance, real estate economics, real estate appraisal, real estate escrow and property management.

SUBJECT & NO.	COURSE	UNITS
REAL ES 1	Real Estate Principles3
REAL ES 3	Real Estate Practices3
REAL ES 5	Legal Aspects of Real Estate I3
REAL ES 7	Real Estate Finance I.3
REAL ES 9	Real Estate Appraisal I.3
REAL ES 21	Real Estate Economics3

TWELVE UNITS FROM THE FOLLOWING: 12

ACCTG 1	Introductory Accounting I	
CO SCI 200*	Microcomputers in Business	
LAW 1	Business Law I	
LAW 2	Business Law II	
REAL ES 11	Escrow Principles	
REAL ES 14	Property Management	
REAL ES 17	Mortgage Loan Brokering	
REAL ES 21	Real Estate Economics	

GENERAL EDUCATION REQUIREMENTS (PLAN B) 18

TWELVE UNITS FROM THE FOLLOWING: 12

ACCTG 15	Tax Accounting I	
BUS 15	Business Statistics	
FINANCE 8	Personal Finance and Investments	
MARKET 12	Advertising Copy and Layout	
MARKET 21	Principles of Marketing	
REAL ES 12*	Escrow Copy and Practices	

Total. 60-62

*This course has a prerequisite.