

- Transfer to a four-year CSU institution to pursue baccalaureate studies in Studio Arts or a related field.
- Apply their understanding of arts to their professional, personal, and civic lives.

<b>Major (Core and Electives)</b>	<b>25-26</b>
<b>Additional CSU GE or IGETC Requirements</b> (Not including 6 double-countable major units)	<b>31-33</b>
<b>Additional CSU-Transferable Units</b>	<b>1-4</b>
<b>Total</b>	<b>60</b>

### Core (15 units)

ART 101	Survey of Art History I (3)
ART 102	Survey of Art History II (3)
ART 501	Beginning Two-Dimensional Design (3)
ART 502	Beginning Three-Dimensional Design (3)
ART 201	Drawing I (3)

### Electives (choose **10-11 units\***)

ART 202	Drawing II (3)
ART 300	Introduction to Painting (3)
ART 706	Clay Sculpture I (2)
and ART 707	Clay Sculpture II (2)
ART 713	Beginning Ceramics I (2)
and ART 714	Beginning Ceramics II (2)

\*The following may be substituted by petition:

ART 503	Intermediate Design (3)
ART 521	Art Gallery Techniques (3)
ART 638	Computer-Aided Art Laboratory (1)
ART 640	Portfolio Development (3)

## Skills Certificate in Animation

Major Code: 061440

Description and Program Learning Objectives TBA

<b>Total</b>	<b>15</b>	ANIMATN 218	Fundamentals of Animation (3)
ANIMATN 212	Character Animation and Design (3)	ANIMATN 221	Advanced Three-dimensional Animation I (3)
ANIMATN 216	Layout and Background Art (3)		
ANIMATN 217	Storyboards (3)		<i>Effective Summer 2017</i>

## Skills Certificate in Arts: Media Arts – Digital Design

Major Code: 103021

Completion of this certificate will provide media skills in the areas of basic two and three-dimensional design, vector and raster-based computer software as well as web authoring software to create various types of presentation graphics formats. See the program learning outcomes listed under the AAT degree in this subject.

<b>Total</b>	<b>15</b>	ART 633	Introduction to Computer Graphics (3)
ART 501	Beginning Two-Dimensional Design (3)	ART 637	Presentation Graphics (3)
ART 502	Beginning Three-Dimensional Design (3)	ART 639	Introduction to Digital Imaging (3)

# Business

The Business program offers three degree options, an Associate in Arts in Business Administration, an Associate in Science in Business, and an Associate in Science in Business for Transfer. Students may also obtain a Certificate of Achievement in Business Administration and Skills Certificates in Business, Finance, Legal Studies, Management and Supervision, Marketing, Retail Management and Advanced Retail Management.

**Program Learning Outcomes:** Upon successful completion of the program, students will be able to demonstrate mastery of the following outcomes: the ability demonstrate a firm understanding and working knowledge of the basic functions of a business enterprise, including the following components: business entrepreneurship, economics, business law, finance, human resource management, and marketing. Demonstrate a firm understanding of the communication process in a business and professional setting, including: written, oral (including non-verbal), and electronic communication, and active listening. Evaluate issues across the range of business functional areas by recognizing and analyzing problems using creativity, sound judgment, and business principles; and interpret business conditions, activities, or problems to provide

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solutions and means of continuous improvement in functional areas with consideration to the solutions impact on business enterprise "Big Picture". Demonstrate actions of integrity, honesty and ethical, socially responsible in decision-making and interaction with customers, co-workers, employers, general public and society in general.

## Associate in Arts Degree in Business Administration

Major Code: 050100

This degree program is designed to prepare students for transfer to a four year university business program. See the program learning outcomes listed under the subject heading.

<b>Major (Core and Electives)</b>	<b>31</b>
<b>Additional LACCD GE Requirements</b>	<b>18-21</b>
<small>(Not including 0-3 double-countable major units. Students wishing to transfer are advised to use either the CSU GE or IGETC plan instead.)</small>	
<b>Additional Degree-applicable Requirements</b>	<b>8-11</b>
<b>Total</b>	<b>60</b>

### Core (22 units)

ACCTG 1	Introductory Accounting I (5)
ACCTG 2	Introductory Accounting II (5)
BUS 5	Business Law I (3)
CO INFO 1	Principles of Business Computer Systems I (3)
ECON 1	Principles of Economics I (3)
ECON 2	Principles of Economics II (3)

### Electives (choose 9 units minimum)

ACCTG 3	Intermediate Accounting (3)
ACCTG 11	Cost Accounting (3)
ACCTG 15	Tax Accounting (3)
ACCTG 16	Tax Accounting II (3)
BUS 1	Introduction to Business (3)
BUS 6	Business Law II (3)
BUS 32	Business Communications (3)
BUS 130	Intro. to Supply Chain Management (3)
CAOT 2	Computer Keyboarding II (3)
CAOT 30	Office Procedures (3)
CAOT 048	Customer Service (3)
CAOT 84	Microcomputer Office Applications: Word Processing (3)
CAOT 85	Microcomputer Office Applications: Spreadsheets (3)

CAOT 86	Microcomputer Office Applications: Database (3)
CAOT 88	Microcomputer Office Applications: Desktop Publishing (3)
CAOT 92	Computer Windows Application (2)
CO INFO 7	Introduction to Multimedia (3)
CO INFO 8	Microcomputer Applications (3)
CO INFO 14	Introduction to Computer Communications (3)
CO INFO 15	Database Programming (3)
CO INFO 16	Spreadsheet Applications (3)
CO INFO 21	Business Computer Programming (3)
CO INFO 23	Laboratory (1)
CO INFO 24	Accounting on Microcomputers (2)
CO INFO 64	Laboratory (1)
FINANCE 2	Investments (3)
FINANCE 8	Personal Finance and Investments (3)
INT BUS 1	International Trade (3)
MARKET 1	Principles of Selling (3)
MARKET 21	Principles of Marketing (3)
MGMT 2	Organization & Management Theory (3)
MGMT 13	Small Business Entrepreneurship (3)
REAL ES 1	Real Estate Principles (3)
REAL ES 3	Real Estate Practice (3)
REAL ES 5	Legal Aspects of Real Estate (3)
REAL ES 7	Real Estate Finance (3)
REAL ES 14	Property Management (3)
REAL ES 16	Income Tax Aspects of Real Estate (3)
REAL ES 18	Real Estate Investments I (3)
SUPV 1	Elements of Supervision (3)

*Effective Spring 2017*

## Associate in Science Degree in Business

Major Code: 050100

The Associate in Science Degree in Business is designed to meet the educational needs of employees, managers and business owners. This program qualifies the student for careers in business, government and other organizations. See the program learning outcomes listed under the subject heading.

<b>Major (Core and Electives)</b>	<b>42</b>
<b>Additional LACCD GE Requirements</b>	<b>15</b>
<small>(Not including 3 double-countable major units and 3 Area E units that may be waived for this degree via graduation petition. Students wishing to transfer are advised to use either the CSU GE or IGETC plan instead.)</small>	
<b>Additional Degree-applicable Requirements</b>	<b>3</b>

<b>Total</b>	<b>60</b>
<b>Core (24 units)</b>	
ACCTG 1	Introductory Accounting I (5)
BUS 1	Introduction to Business (3)
BUS 5	Business Law I (3)

Updated program learning outcomes may appear on one or both of the following websites: <http://www.lahc.edu/slo/program.html> and/or [https://effectiveness.lahc.edu/cpc/haps/SitePages/2015-18\\_SLO-SAO\\_Assessment.aspx](https://effectiveness.lahc.edu/cpc/haps/SitePages/2015-18_SLO-SAO_Assessment.aspx). If so, those listed on the latter site supersede all others.

BUS 31	Business English (3)
BUS 32	Business Communications (3)
BUS 38	Business Computation (3)
BUS 60	Keyboarding Fundamentals (1)
CO INFO 1	Principles of Business Computer Systems I (3)
<b>Electives (choose 18 units minimum)</b>	
BUS 6	Business Law II (3)
CAOT 048	Customer Service (3)
FINANCE 2	Investments (3)
FINANCE 8	Personal Finance and Investments (3)

INT BUS 1	International Trade (3)
MARKET 1	Principles of Selling (3)
MARKET 21	Principles of Marketing (3)
MARKET 31	Retail Merchandising (3)
MGMT 2	Organization and Management Theory (3)
MGMT 13	Small Business Management (3)
MGMT 31	Human Relations for Employees (3)
MGMT 33	Personnel Management (3)
REAL ES 1	Real Estate Principles (3)
SUPV 1	Elements of Supervision (3)
<i>Effective Fall 2017</i>	

*Requirements continue on next page*

## Associate in Science in Business for Transfer (AS-T) Degree

Major Code: 050500

The Associate in Science in Business Administration for Transfer (AS-T) Degree is intended for students planning to transfer into a Bachelor of Science program in Business Administration or related areas at a California State University (CSU); guaranteeing admission to the system (but not to a specific campus), and priority consideration for admission to the equivalent CSU program. Additionally, students who complete a baccalaureate degree in this subject will be prepared for positions in management and/or supervision for a wide variety of business organizations requiring a preparation in business skills. A student may earn an Associate in Science in Business Administration for Transfer (AS-T) Degree by completing 60 semester units that are eligible for transfer to the CSU, including a minimum of 29 units in the major and either the Intersegment General Education Transfer Curriculum (IGETC) or the CSU General Education Breadth (CSU GE) requirements, all with a grade of C or P or better and a minimum cumulative grade point average (GPA) of 2.0. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements. This degree complies with The Student Transfer Achievement Reform Act (Senate Bill 1440). See the program learning outcomes listed under the subject heading.

<b>Major (Core and Electives)</b>	<b>29</b>
<b>Additional CSU GE or IGETC Requirements</b>	<b>28-30</b>
(Not including 9 double-countable major units)	
<b>Additional CSU-Transferable Units</b>	<b>1-3</b>
<b>Total</b>	<b>60</b>

### **Core (23 units)**

ACCTG 1	Introductory Accounting (5)
ACCTG 2	Introductory Accounting II (5)
BUS 5	Business Law I (3)
or BUS 6	Business Law II (3)

ECON 1	Principles of Economics I (Microeconomics) (3)
ECON 2	Principles of Economics II (Macroeconomics) (3)
MATH 227	Statistics (4)

### **Electives (choose 6 units minimum)**

BUS 1	Introduction to Business (3)
or BUS 32	Business Communications (3)
CO INFO 1	Principles of Business Computer Systems (3)

## Certificate of Achievement in Business Administration

Major Code: 050100

The Business Administration Certificate of Achievement Program provides the student with a strong technical foundation for a wide variety of general entry level positions in the retail business, small business, as well as other organizations such as government agencies, education and industry. See the program learning outcomes listed under the subject heading.

<b>Total (Choose 30 units minimum)</b>	<b>30</b>
ACCTG 1	Introductory Accounting I (5)
ACCTG 2	Introductory Accounting II (5)
BUS 1	Introduction to Business (3)
BUS 5	Business Law I (3)
BUS 6	Business Law II (3)
BUS 31	Business English (3)
BUS 32	Business Communications (3)

BUS 38	Business Computation (3)
BUS 60	Keyboarding Fundamentals (1)
CAOT 84	Word Processing (3)
CO INFO 1	Principles of Business Computer Systems I (3)
CO INFO 16	Spreadsheet Applications for Microcomputers (3)

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CO INFO 24	Accounting on Microcomputers (2)
INT BUS 1	International Trade (3)
FINANCE 2	Investments (3)
FINANCE 8	Personal Finance and Investments (3)
MARKET 1	Principles of Selling (3)
MARKET 21	Principles of Marketing (3)
MARKET 31	Retail Merchandising (3)
MGMT 2	Organization and Management Theory (3)

MGMT 13	Small Business Management (3)
MGMT 31	Human Relations (3)
MGMT 33	Human Resource Management (3)
REAL ES 1	Real Estate Principles (3)
SUPV 1	Elements of Supervision (3)

### **Skills Certificate in Business**

Major Code: 050101

See the program learning outcomes listed under the subject heading.

<b>Total</b>	<b>16</b>
ACCTG 1	Introductory Accounting I (5)
ACCTG 2	Introductory Accounting II (5)

BUS 5	Business Law I (3)
CO INFO 1	Principles of Business Computer Systems I (3)

### **Skills Certificate in Finance**

Major Code: 050101

See the program learning outcomes listed under the subject heading.

<b>Total</b>	<b>14</b>
ACCTG 1	Introductory Accounting I (5)
FINANCE 2	Investments (3)

FINANCE 8	Personal Finance and Investments (3)
REAL ES 7	Real Estate Finance (3)

### **Skills Certificate in Legal Studies**

Major Code: 051410

See the program learning outcomes listed under the subject heading.

<b>Total</b>	<b>14</b>
ADM JUS 2	Concepts of Criminal Law (5)
BUS 5	Business Law I (3)

BUS 6	Business Law II (3)
CAOT 23	Legal Secretarial Procedures I (3)
REAL ES 5	Legal Aspects of Real Estate (3)

### **Skills Certificate in Management and Supervision**

Major Code: 050630

See the program learning outcomes listed under the subject heading.

<b>Total</b>	<b>16</b>
MGMT 2	Organization & Management Theory (3)
MGMT 13	Small Business Management (3)

MGMT 31	Human Relations (3)
MGMT 33	Human Resources Management (3)
SUPV 1	Elements of Supervision (3)

### **Skills Certificate in Marketing**

Major Code: 050900

See the program learning outcomes listed under the subject heading.

<b>Total</b>	<b>16</b>
BUS 1	Introduction to Business (3)
INT BUS 1	International Trade (3)
MARKET 1	Principles of Selling (3)

MARKET 21	Principles of Marketing (3)
MARKET 31	Retail Merchandising (3)

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## Skills Certificates in Retail Management

The Retail Management Skills Certificates are a comprehensive program designed to prepare current and future retail employees for the challenges found in a competitive retail environment. Primary emphasis is to provide students with the essential business skills needed to develop a successful management career in retailing.

These certificates are endorsed by the Western Association of Food Chains (WAFC). This program is the product of years of collaboration between the food industry and the community college system in several states. This broad-based program will help students develop a clear sense of the scope of a management position and an understanding of the basic requirements for success, in order to be prepared to fill the numerous and varied management positions that become available.

### Skills Certificate in Retail Management

Major Code: **050905**

See the program learning outcomes listed under the subject heading.

<b>Total</b>	<b>15-16</b>	MGMT 2	Organization & Management Theory (3)
BUS 32	Business Communications (3)	MGMT 31	Human Relations (3)
BUS 38	Business Computations (3)	MARKET 21	Principles of Marketing (3)
or MATH 123A	Elementary and Intermediate Algebra I (4)		

### Skills Certificate in Advanced Retail Management

Major Code: 050651

See the program learning outcomes listed under the subject heading.

<b>Total</b>	<b>15-17</b>	CO INFO 1	Principles of Business Computer Systems I (3)
ACCTG 1	Introductory Accounting I (5)	COMM 101	Oral Communications (3)
or		MGMT 33	Human Resources Management (3)
ACCTG 21	Bookkeeping and Accounting I (3)	MARKET 31	Retail Merchandising (3)

## Chemistry

### Associate in Science Degree in Chemistry

Major Code: 190500

The Associate in Science degree in Chemistry is designed for students who either intend to transfer to the UC or CSU as Chemistry majors, or who want to prepare for work as a Physical Sciences Laboratory Assistant.

**Program Learning Outcomes:** Upon successful completion of the program, students will have the following skills: problem solving, scientific report writing, and laboratory skills.

<b>Major</b>	<b>52</b>	MATH 240	Trigonometry (3)
<b>Additional LACCD GE Requirements</b>	<b>12</b>	MATH 260	Precalculus (5)
(Not including 6 double-countable major units. Students wishing to transfer are advised to use either the CSU GE or IGETC plan instead.)		MATH 265	Calculus with Analytic Geometry I (5)
<b>Additional Degree-applicable Requirements</b>	<b>5</b>	MATH 266	Calculus with Analytic Geometry II (5)
<b>Total</b>	<b>64</b>	MATH 267	Calculus with Analytic Geometry III (5)
		PHYSICS 37	Physics for Engineers and Scientists I (5)

#### Major Requirements (40 units)

CHEM 65	Introductory General Chemistry (4)
CHEM 101	General Chemistry I (5)
CHEM 102	General Chemistry II (5)
CHEM 211	Organic Chemistry I (5)
CHEM 212	Organic Chemistry II (5)

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