

Articulation Agreement
between
Pasadena City College
and
Pacific Oaks College

This Articulation Agreement (“Agreement”) is made and entered into as of this 19th day of February, 2020, by and between **Pacific Oaks College** (“POC”) and **Pasadena City College** (“PCC”) whereby active PCC students shall be permitted to transfer to POC pursuant to the terms and conditions outlined below.

WHEREAS, PCC is a regionally accredited community college that offers campus-based and/or online associate degrees through an engaging educational experience that connects students with peers and expert faculty in various programs of study; and

WHEREAS, POC is a regionally accredited college that offers campus-based and online bachelor’s degree completion programs in education, human development, community psychology, and advocacy and social change through an engaging educational experience comparable to that of PCC, that connects students with peers and expert faculty; and

NOW THEREFORE, in consideration of the promises and of the mutual covenants herein contained, the parties hereto agree as follows:

I. General Provisions of the Agreement

The following terms and conditions outline this Agreement between PCC and POC:

- A. Eligibility: All active PCC students are eligible to transfer to POC under the terms and conditions of this Agreement, as long as the student meets the qualifying criteria outlined below. “Active PCC student” is defined as a student who has been identified as maintaining an active enrollment status, meaning those students who have completed at least one academic course within the past academic year as determined by PCC.
- B. Term and Termination: Active PCC students shall have through the 2025 enrollment cycle to seek admission under the terms of this Agreement, whereby it shall immediately terminate. The term of this Agreement may be extended only by the written Agreement of both parties. Either party may terminate this Agreement at any time for any reason without penalty or further obligation by giving the other party ninety (90) days written notice; however, both parties understand and agree that any written commitments made to PCC transfer students hereunder shall survive termination of this Agreement.

- C. Transfer Admission Guarantee: Active PCC students who fulfill the criteria listed below (see III. Transfer Student Responsibilities) are guaranteed general admission to POC. All transfer of credit will be based on an individual evaluation of student transcripts, and may vary depending upon program of study and how credits are applied towards degree completion. Active PCC students who submit a completed Application for Admission along with all required admissions documentation and application fee no less than two months prior to their anticipated start date, and who have a minimum of 60 transferrable semester credit hours, and who have a cumulative GPA of a minimum of 2.50 will receive guaranteed admission to the start date for which they have applied and will qualify for a Transfer Admission Guarantee (TAG) tuition rate that is equal to no more than 80% of the standard tuition rate of POC for undergraduate courses published in the Tuition and Fees Section of the POC Academic Catalog.
- D. Financial Aid: PCC students will be encouraged to apply for financial aid designating the school of current attendance as their primary school. Should the student wish to take courses at both institutions simultaneously, students will arrange for PCC to release financial aid information to POC's Financial Aid Office.
- E. Statement of Non-Discrimination: Each institution warrants that it shall not discriminate against any program applicant or participant on the basis of race, color, national origin, religion, gender, sexual orientation, age, or disability.
- F. Promotion: The Parties consent to the mutual use of the Parties' names and logos in promoting this Agreement, including on each Party's website, social media, public relations, and in other marketing efforts. The Parties also agree to use their best efforts to mutually promote and market this agreement. The Parties agree to promote, advertise, and market the agreement in a manner consistent with which they promote other partnerships on their websites, social media, public relations, and in other marketing efforts. Such efforts shall include the use of: 1) campus images, 2) Parties' logos, 3) an outline of programs offered by POC on PCC's website, 4) a description of POC's transfer process for PCC students to have their Courses accepted toward a degree or certificate offered by POC and recognized for academic credit on PCC's website, 5) links to POC's website, 6) links to POC's social media presence and/or 7) other such items as may be mutually agreed between POC and PCC.

II. Pacific Oaks College Assurances

- A. Pacific Oaks College Admissions Department shall enter an attribute into a content management system (CMS) so that transfer students are identified as PCC students, and therefore eligible for the terms and conditions outlined in this Agreement. POC agrees to appoint one or more individuals as a point-of-contact for all PCC transfer students who shall serve as a liaison for admissions consultations, transfer evaluations, student management, and any other information about the transfer process and/or orientation to POC.

- B. Active PCC students who transfer to POC will be awarded transfer of credit (“TOC”) based on a pre-approved articulation guide, attached as **Appendix A**, as long as they have met all other requirements of POC for transfer credit eligibility. Courses not listed for transfer of credit in Appendix A may be considered on a case-by-case basis upon review of the PCC course syllabus. Courses meeting multiple general education areas may only be applied towards credit in one area.
- C. While only official PCC transcripts are required for this general admission assurance, enrollment advisors may request official transcripts from other institutions attended by the student to review for additional TOC for coursework not completed at PCC. In this instance, POC will require an official sealed transcript from all third party colleges prior to being accepted to be reviewed for TOC, in addition to PCC TOC. No TOC shall be granted for courses where the student earned a grade of less than a “C.” Any otherwise ineligible of credit (TOC) is subject to conditional approval by POC’s subject matter expert on a case-by-case basis. The evaluation and transfer of earned college credit shall be in full compliance with institutional policies and all other state and Federal education policies pertaining to credit transfer.
- D. Bachelor of Arts and Bachelor of Science students may be eligible for institutional scholarship opportunities at POC. More information on scholarships can be found at: http://www.pacificoaks.edu/Admissions/Costs_Financial_Aid/Funding_Your_Education/Scholarships/For_Incoming_Students.

III. Transfer Student Responsibilities

- A. To qualify for the Agreement, active PCC students must submit an application for admission to POC, and shall be subject to the admission requirements of the specific degree program for which they wish to transfer.

1. BACHELOR OF ARTS AND BACHELOR OF SCIENCE ADMISSION REQUIREMENTS

Pacific Oaks College is a proud participant of the Associate Degree for Transfer (ADT) pathway. The ADT, also known as the Degree with a Guarantee, is a guaranteed transfer pathway from the California Community Colleges (CCC) to California State Universities (CSU) and the Independent California Colleges & Universities (ICCU) sector. A PCC student, graduating with an Associate in Arts for Transfer or an Associate in Science for Transfer, is guaranteed admission into Pacific Oaks College, at junior standing, to finish their degree.

Bachelor’s degree applicants fulfill the admissions requirement by meeting either of the following criteria:

- a. Complete a minimum of 60 transferable semester units, 37 of which must meet the specific General Education requirements detailed within this document (See Appendix B).
 - All transfer coursework must be completed with a grade of “C” or higher from a regionally accredited college or university.
 - Credit must be college level and degree applicable
 - Credit will be reviewed on a course by course basis
 - Quarter Hour credits will be converted to Semester Hours
 - Credit for Prior Learning Assessment (i.e.: Challenge Exams, Credit for Life Experience, etc.) awarded by other institutions will not be accepted for transfer

-OR-

- b. Possess a conferred Associate of Arts or Associate of Science degree (minimum of 60 semester units and a GPA of 2.0) which includes completion of IGETC or the California State University General Education-Breadth Requirements from a regionally accredited institution in a traditional academic area of study (see Appendix B for a list of applicable areas of study).
 - Students with a conferred associate degree as described above satisfy all of the general education requirements for admission to Pacific Oaks College
 - All transfer coursework must be completed with a grade of “C” or higher from a regionally accredited college or university.
 - Quarter Hour credits will be converted to Semester Hours
 - Certificates in vocational areas of study and Associate of Applied Science degrees do not meet this requirement and credit will be reviewed on a course by course basis
 - If transfer credit from another institution is listed as part of the completed associate degree, an official transcript will need to be sent from the institution(s) where the credit was awarded

2. TOEFL (Test of English as a Foreign Language)

All applicants for whom English is a second language, with the exception of applicants who have an associate’s degree, bachelor’s degree, or 60 transfer credits from a university in which the language of instruction is English, must take the international TOEFL and have the scores sent directly to the Admissions Office. A score of 550 or above on the paper-based exam—or 79 and above on the Internet-based exam—is required for admission. IELTS score of 6.5 or higher is also accepted. Scores may be no more than two years old.

3. RESIDENCY AND UPPER LEVEL TRANSFER CREDIT REQUIREMENTS BY PROGRAM

In addition to the Admission Requirements outlined above, students may be awarded additional transfer credit beyond the 60 semester units required for admission. All potential upper level credit will be reviewed by a subject matter expert to determine eligibility for upper level TOC. The residency requirements and upper level transfer credit policies are listed below by program:

BA Human Development

Students may be awarded up to 87 semester units of transfer credit in the Human Development program. All credit above the 60 semester unit admission requirement must be in the area of study per program. Any degree applicable coursework beyond the 60 needed for admittance to Pacific Oaks may be reviewed for potential transfer credit.

NOTE: Students must meet Residency Requirement.

BA Early Childhood Education (Non-Credential)

Students may be awarded up to 79 semester units of transfer credit in the BA Early Childhood Education Non-Credential program. All credit above the 60 credit admission requirement must be in the area of study per program. Any degree applicable coursework beyond the 60 needed for admittance to Pacific Oaks may be reviewed for potential transfer credit. See Appendix C for courses that will be accepted in substitution for lower level Early Childhood Education courses.

NOTE: Students must meet Residency Requirement.

BA Early Childhood Education: Elementary Education (Teacher Credential Program)

No upper level elective credit is awarded in the teaching credential programs for freshman and sophomore level coursework. Pacific Oaks requires all course-to-course transfer credit for 300 and 400 courses be upper division (junior/senior level), therefore no additional credit beyond the 55 units will be awarded from PCC.

NOTE: Students must meet Residency Requirement.

BA Early Childhood Education: Elementary Education and Special Education (Dual Credential)

No upper level elective credit is awarded in the teaching credential programs for freshman and sophomore level coursework. Pacific Oaks requires all course-to-course transfer credit for 300 and 400 courses be upper division (junior/senior level), therefore no additional credit beyond the 49 units will be awarded from PCC.

NOTE: Students must meet Residency Requirement.

BA Community Psychology

Students may be awarded up to 87 semester units of transfer credit in the Community Psychology program. All credit above the 60 semester unit admission requirement must be in the area of study per program. Any degree applicable coursework beyond the 60 needed for admittance to Pacific Oaks may be reviewed for potential transfer credit. See core program prerequisites for courses that will be accepted in substitution for upper level Community Psychology courses.

NOTE: Students must meet Residency Requirement.

BS Business Administration

Students may be awarded up to 87 semester units of transfer credit in the Business Administration program. All credit above the 60 semester unit admission requirement must be in the area of study per program. Any degree applicable coursework beyond the 60 needed for admittance to Pacific Oaks may be reviewed for potential transfer credit.

NOTE: Students must meet Residency Requirement.

- B. All PCC students who transfer to POC shall be held to all academic policies as outlined in POC Student Handbook and POC Student Catalog. This includes, but is not limited to, completion of all graduation requirements for degree conferral.

IV. Amendments

The terms of this agreement shall not be waived, altered, modified, supplemented, or amended, in any manner whatsoever, except by written instrument signed by all the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement pursuant to the terms and conditions outlined herein as of the date set forth below

Appendix A: Qualifying Associate Degrees

Pacific Oaks College is a proud participant of the Associate Degree for Transfer (ADT) pathway. The ADT, also known as the Degree with a Guarantee, is a guaranteed transfer pathway from the California Community Colleges (CCC) to California State Universities (CSU) and the Independent California Colleges & Universities (ICCU) sector. A GCC student, graduating with an Associate in Arts for Transfer or an Associate in Science for Transfer, is guaranteed admission into Pacific Oaks College, at junior standing, to finish their degree.

An Associate of Arts or an Associate of Science degree, with a minimum of 60 semester units from a regionally accredited college in a traditional academic area of study which includes completion of General Education Requirements (including but not limited to IGETC, CSU and/or UC Transfer Requirements) will be accepted as fulfilling the general education requirement for admission to Pacific Oaks College.

All AA-T and AS-T degrees from Pasadena City College will be accepted and all general education requirements will be fulfilled for courses completed with a “C” grade or better.

Any AA degree from Pasadena City College with completion of IGETC, CSU or UC General Education-Breadth Requirements indicated on the Pasadena City College transcript will be accepted and all general education requirements will be fulfilled for courses completed with a “C” grade or better.

All other AA and AS degrees will be reviewed on a course-by-course basis to determine minimum credit and general education fulfillment.

Certificates and Applied Associate degrees are considered “vocational” and **DO NOT** automatically meet the requirements for admission to Pacific Oaks College.

Appendix B: Qualifying General Education Courses for BACOMPSY, BAHD and BAECE 2019-2020

| Pacific Oaks College | Pasadena City College |
|---|---|
| General Education | Courses |
| English Composition (3 units) | English: 1A |
| English Communication/Oral Speech (3 units) | Speech Communication: 1, 2, 3, 4, 5, 6, 8, 9, 10, 12, 13 |
| English Elective (3 units) | English: 1B, 1C, 3, 5A, 5B, 6, 8, 9, 12, 15 |
| | Journalism: 2, 4A, 5, 7A, 7B, 9, 107A, 107B |
| | Speech Communication: 1, 2, 3, 4, 5, 6, 8, 9, 10, 12, 13 |
| | Business: 11A, 112 |
| Mathematical Concepts and Quantitative Reasoning (3 units) | Business: 14A, 14B, 114 |
| | Mathematics: 3, 5A, 5B, 5C, 7A, 7B, 8, 9, 10, 15, 22, 38, 55, 131, 139, 141, 150, 250 |
| Fine Arts and Humanities (3 units of Fine Arts, 3 units of humanities and 3 units of Fine Arts or Humanities) | Statistics: 15, 18, 50 |
| | American Sign Language: 1, 2, 3, 4, 15 |
| | Arabic: 1, 2 |
| | Armenian: 1, 2 |
| | Art: 1A, 1B, 1C, 3A, 3B, 4A, 4B, 4C, 4D, 5, 7, 8, 9, 11A, 11B, 11C, 12A, 12B, 13, 15, 16, 18, 20A, 20B, 20C, 21, 22A, 22B, 22C, 25, 26, 27, 28, 31A, 31B, 32A, 36A, 36B, 36C, 38A, 38B, 38C, 38D, 39A, 39B, 39C, 39D, 106 |
| | Chinese: 1, 2, 2A, 3, 4, 5, 10, 12, 22, 50 |
| | Cinema: 7A, 7B, 25, 27, 126, 127, 129 |
| | Dance: 21A, 21B |
| | English: 11, 14, 24, 25A, 25C, 25D, 25E, 25F, 25G, 25H, 25I, 25J, 26, 30A, 30B, 30C, 44A, 44B, 44C, 45A, 45B, 46A, 46B, 47, 48, 50, 51, 52, 53, 54, 57, 58, 60, 61, 78A, 78B, 82A, 82B, 82C |
| | French: 1, 2, 3, 4, 6, 9A, 9B, 10, 12, 14, 15, 16, 50 |
| | German: 1, 2, 3, 4, 5, 8A-C, 9A-C, 10, 12 |
| | History: 1A, 1B, 2A, 2B, 5A, 5B, 7A, 7B, 8, 9A, 9B, 12, 16, 18, 19, 25B, 25D, 25F, 25I, 27A, 27B, 29A, 29B, 30, 31, 41 |
| | Humanities: 1, 2, 3, 4 |
| | Italian: 1, 2, 3, 4, 10, 12, 50 |
| Japanese: 1, 2, 3, 4, 5, 10, 12 | |

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| | Music: 1A, 1B, 1C, 1D, 7A, 7B, 12, 21, 22, 23, 24A, 24B, 25, 27, 28, 36A, 36B, 40, 45A, 45B, 144 |
| | Philosophy: 1, 3, 7, 8, 20A, 20B, 25, 30, 31, 33, 37 |
| | Photography: 10, 21, 22A, 30, 31, 33, 40, 130, 132, 135, 136, 140, 171A |
| | Portuguese: 1, 2, 3, 4 |
| | Religious Studies: 1, 2, 3 |
| | Russian: 1, 2, 3, 4, 11 |
| | Spanish: 1, 2, 2A, 3, 4, 5, 6A, 6B, 8A-B, 9A-C, 12, 25, 31, 42A, 42B, 44A, 44B, 50 |
| | Theater Arts: 1, 2A, 2B, 2C, 5A, 5B, 6, 8, 9, 10A, 13, 15, 29, 42 |
| Social and Behavioral Sciences (9 units) | Administration of Justice: 10, 12, 16, 18 |
| | American Institutions: 125 |
| | Anthropology: 2, 3, 4, 5, 6, 9, 12 |
| | Child Development: 11, 15 |
| | Economics: 1A, 1B |
| | Geography: 2, 3 |
| | History: 1A, 1B, 2A, 2B, 5A, 5B, 7A, 7B, 8, 9A, 9B, 12, 16, 18, 19, 25B, 25D, 25F, 25I, 27A, 27B, 29A, 29B, 30, 31, 41 |
| | Political Science: 1, 2, 6, 7, 21, 22 |
| | Psychology: 1, 2, 5, 21, 22, 23, 24, 25, 29, 31, 33, 41, 120 |
| | Sociology: 1, 2, 14, 15, 16, 22, 24, 29, 30, 31, 41 |
| Physical and Biological Sciences with Science Lab (3 units of biological science, 3 units of physical science and 1 unit of lab science) | Anatomy: 25, 115 |
| | Anthropology: 1, 1L |
| | Astronomy: 1, 12 |
| | Biology: 2, 3, 4, 10A, 10B, 10C, 11, 14, 16 |
| | Chemistry: 1A, 1B, 2A, 2B, 8A, 8B, 22 |
| | Environmental Studies: 1, 2, 3, 10, 11, 12, 40 |
| | Geography: 1, 1L, 4 |
| | Geology: 1, 1F, 2, 2F, 3, 3F, 4, 5, 6, 12, 12F, 12L |
| | Microbiology: 2 |
| | Nutrition: 11, 12 |
| | Physical Science: 2, 3, 3L, 71A, 171A |
| | Physics: 1A, 1B, 1C, 1D, 2A, 2B, 10, 10L, 31A, 31B |
| Physiology: 1, 100 | |

**Appendix C: Qualifying Courses in Child Development and Early Childhood Education
Lower Division**

Students may transfer up to 18 units from the list below for lower division ECE courses at Pacific Oaks College

| Pacific Oaks College Bachelor of Arts in Early Childhood Education | Units | Pasadena City College Associate in Science Child Development | Units |
|---|--------------|---|--------------|
| ECE 280: Healthy Living in ECE | 3 | CHDV 16: Health, Safety and Nutrition | 3 |
| ECE 261: Child Family & Community Partnerships | 3 | CHDV 15: Child, Family and Community | 3 |
| ECE 290: Diversity, Equity, and Social Justice in ECE | 3 | CHDV 17: Teaching Children in a Diverse Society | 3 |
| ECE 211: From Theory to Practice | 3 | CHDV 10: Principles and Practices of Teaching Young Children | 3 |
| ECE 270: Infants and Toddlers | 3 | CHDV 11: Infant and Toddler Development and CHDV 22 Infant Toddler Care and Education | 6 |
| ECE 232: Introduction to Special Education: ECE | 3 | CHDV 30: Introduction to Children with Special Needs | 3 |

Appendix D: Qualifying Courses in Psychology and Community Psychology Lower Division

Students may transfer up to 18 units from the list below for lower division prerequisite Psychology courses at Pacific Oaks College

| Pacific Oaks College Community Psychology, Bachelor of Arts Degree | Units | Pasadena City College Psychology, Associate in Arts Degree | Units |
|--|-------|--|-------|
| PSY101: Introduction to Psychology | 3 | PSYC 1: Introductory Psychology | 3 |
| PSY201: Introduction to Behavioral Neuroscience | 3 | PSYC 2: Elementary Physiological Psychology | 3 |
| RESM235: Research Methods for the Social Sciences | 3 | PSYC 5: Research Methods in Psychology | 3 |
| PSY103: Developmental Psychology | 3 | PSYC 24: Lifespan Developmental Psychology | 3 |
| PSY105: Abnormal Psychology | 3 | PSYC 3: Abnormal Psychology | 3 |
| STAT225: Integrated Statistics | 3 | STAT 18: Statistics for Behavioral and Social Sciences or STAT 50: Elementary Statistics | 3 |

Appendix E: Qualifying General Education Courses for BSBA 2019-2020

| Pacific Oaks College | Pasadena City College |
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| General Education | Courses |
| English Composition (3 units) | English: 1A |
| COM150: Effective Communication (3 units) | Speech Communication: 1, 2, 10, 12 |
| COM105: Business and Professional Communication (3 units) | Business: 11A |
| STAT225: Integrated Statistics (3 units) | Statistics: 15, 50 |
| Fine Arts and Humanities (3 units of Fine Arts and 3 units of Humanities) | American Sign Language: 1, 2, 3, 4, 15 |
| | Arabic: 1, 2 |
| | Armenian: 1, 2 |
| | Art: 1A, 1B, 1C, 3A, 3B, 4A, 4B, 4C, 4D, 5, 7, 8, 9, 11A, 11B, 11C, 12A, 12B, 13, 15, 16, 18, 20A, 20B, 20C, 21, 22A, 22B, 22C, 25, 26, 27, 28, 31A, 31B, 32A, 36A, 36B, 36C, 38A, 38B, 38C, 38D, 39A, |
| | Chinese: 1, 2, 2A, 3, 4, 5, 10, 12, 22, 50 |
| | Cinema: 7A, 7B, 25, 27, 126, 127, 129 |
| | Dance: 21A, 21B |
| | English: 11, 14, 24, 25A, 25C, 25D, 25E, 25F, 25G, 25H, 25I, 25J, 26, 30A, 30B, 30C, 44A, 44B, 44C, 45A, 45B, 46A, 46B, 47, 48, 50, 51, 52, 53, 54, 57, |
| | French: 1, 2, 3, 4, 6, 9A, 9B, 10, 12, 14, 15, 16, 50 |
| | German: 1, 2, 3, 4, 5, 8A-C, 9A-C, 10, 12 |
| | History: 1A, 1B, 2A, 2B, 5A, 5B, 7A, 7B, 8, 9A, 9B, 12, 16, 18, 19, 25B, 25D, 25F, 25I, 27A, 27B, 29A, |
| | Humanities: 1, 2, 3, 4 |
| | Italian: 1, 2, 3, 4, 10, 12, 50 |
| | Japanese: 1, 2, 3, 4, 5, 10, 12 |
| | Music: 1A, 1B, 1C, 1D, 7A, 7B, 12, 21, 22, 23, 24A, 24B, 25, 27, 28, 36A, 36B, 40, 45A, 45B, 144 |
| | Philosophy: 1, 3, 7, 8, 20A, 20B, 25, 30, 31, 33, 37 |
| | Photography: 10, 21, 22A, 30, 31, 33, 40, 130, 132, 135, 136, 140, 171A |
| Portuguese: 1, 2, 3, 4 | |
| Religious Studies: 1, 2, 3 | |

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| | Russian: 1, 2, 3, 4, 11 |
| | Spanish: 1, 2, 2A, 3, 4, 5, 6A, 6B, 8A-B, 9A-C, 12, 25, 31, 42A, 42B, 44A, 44B, 50 |
| | Theater Arts: 1, 2A, 2B, 2C, 5A, 5B, 6, 8, 9, 10A, 13, 15, 29, 42 |
| HIS100: U.S. History | History: 7A, 7B |
| POL100: American Government and Political Issues | Political Science: 1 |
| ECO201: Macroeconomics | Economics: 1A |
| ECO202: Microeconomics | Economics: 1B |
| Physical and Biological Sciences (3 units of biological science, 3 units of physical science and 1 unit of lab science) | Anatomy: 25, 115 |
| | Anthropology: 1, 1L |
| | Astronomy: 1, 12 |
| | Biology: 2, 3, 4, 10A, 10B, 10C, 11, 14, 16 |
| | Chemistry: 1A, 1B, 2A, 2B, 8A, 8B, 22 |
| | Environmental Studies: 1, 2, 3, 10, 11, 12, 40 |
| | Geography: 1, 1L, 4 |
| | Geology: 1, 1F, 2, 2F, 3, 3F, 4, 5, 6, 12, 12F, 12L |
| | Microbiology: 2 |
| | Nutrition: 11, 12 |
| | Physical Science: 2, 3, 3L, 71A, 171A |
| | Physics: 1A, 1B, 1C, 1D, 2A, 2B, 10, 10L, 31A, 31B |
| Physiology: 1, 100 | |

Appendix F: Qualifying Courses in Business Administration Lower Division

Students may transfer up to 24 units from the list below for lower division prerequisite Business Administration courses at Pacific Oaks College

| Pacific Oaks College Business Administration, Bachelor of Science Degree | Units | Pasadena City College Business, Associate in Science Degree | Units |
|---|--------------|--|--------------|
| BUS201: Principles of Business | 3 | BUS9: Introduction to Business | 3 |
| BUS212: Business Law and Corporate Ethics | 3 | BUS12A: Business Law | 3 |
| MKT230: Principles of Marketing | 3 | MRKT20: Principles of Marketing | 3 |
| ACC201: Principles of Accounting | 3 | ACCT1A: Financial Accounting | 3 |
| ACC202: Principles of Management Accounting | 3 | ACCT1B: Managerial Accounting | 3 |
| MGT280: Principles of Management | 3 | BUS10: Introduction to Management | 3 |
| BUS211: Managerial Applications of Technology | 3 | BIT25: Survey of Computer Technology in Business | 3 |
| MGT250: Cultural Diversity in the Workplace | 3 | BUS117: Human Relations/Organizational Behavior | 3 |