



Career Pathway: Business and Information Systems

Program Description: Students studying Business Management at West Hills College Coalinga will be prepared for a variety of disciplines in the business world including management, marketing, accounting, and finance. The WHCC Business Management program provides students with a strong foundation for entry into the business field and enhances the knowledge base of those seeking to career advancement.

Course ID	Course Title	Units	To-Do List
Semester 1			
CIS-007*	Computer Concepts	3	1) Meet with your Advisor to confirm path & develop your 1st year Abbreviated Educational Plan. 2) Apply for financial aid and follow-up with financial aid department. 3) Begin research on four-year schools. Find out minimum transfer GPA, course & major requirements. JobSpeaker O*NET 4) Begin research on careers through Job Speaker or O*NET:
ENG-001A*	Composition and Reading	3	
NC-200**	College Reading and Writing Preparedness	0	
BUS-020*	Introduction to Business	3	
STUDEV-001	College Success	3	
ART-042 or MUS-042	Art Appreciation or Music Appreciation	3	
Total Semester 1 Units		15	
Semester 2			
MATH-025*	Introduction to Statistics	4	1) Meet with your Counselor to discuss your progress & complete your Comprehensive Educational Plan. 2) Meet with your Faculty Mentor to discuss program pathway, career options, & finalize class options.
NC-202**	Introduction to Statistics Support	0	
BIO-010	Fundamentals of Biology	3	
BUS-032*	Small Business Management	3	
BUS-018*	Business Law	4	
Total Semester 2 Units		14	
Semester 3			
GEOG-001	Physical Geography	4	1) Prepare documentation for college application & apply to four-year schools of choice by the deadline. 2) Begin seeking four-year funding outlets such as scholarships & aid. 3) Renew financial aid.
COM-001*	Elements of Speech	3	
BUS-024*	Business Mathematics	3	
BUS-035*	Human Resources Management	3	
BUS-055*	Bookkeeping	3	
Total Semester 3 Units		16	
Semester 4			
BUS-028*	Business Communication	3	1) Petition to Graduate to receive your degree & commencement ceremony information.
HIST-017A or HIST-017B	History of the United States 1492-1877 or History of the United States 1865-PRESENT	3	
COM-003*	Argumentation and Debate	3	
ECON-001B	Microeconomics	3	
ES-001	Introduction to Ethnic Studies	3	
Total Semester 4 Units		15	
Total Program Units		60	

*A grade of "C" or higher required for ENG, MATH, COM and all major courses.

**If placement requires concurrent enrollment in support course.



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Semester 1			
CIS-007*	Computer Concepts	3	1) Meet with your Advisor to confirm path & develop your 1st year Abbreviated Educational Plan. 2) Apply for financial aid and follow-up with financial aid department.
ENG-001A*	Composition and Reading	3	
NC-200**	College Reading and Writing Preparedness	0	
Total Semester 1 Units		6	
Semester 2			
BUS-020*	Introduction to Business	3	1) Begin research on four-year schools. Find out minimum transfer GPA, course & major requirements. 2) Begin research on careers using JobSpeaker and O*NET
STUDEV-001	College Success	3	
ART-042 or MUS-042	Art Appreciation or Music Appreciation	3	
Total Semester 2 Units		9	
Semester 3			
MATH-025*	Introduction to Statistics	4	1) Renew financial aid.
NC-202**	Introduction to Statistics Support	0	
BIO-010	Fundamentals of Biology	3	
Total Semester 3 Units		7	
Semester 4			
BUS-032*	Small Business Management	3	1) Meet with your Counselor to discuss your progress & complete your Comprehensive Educational Plan. 2) Meet with your Faculty Mentor to discuss program pathway, career options, & finalize class options.
BUS-018*	Business Law	4	
Total Semester 4 Units		7	
Semester 5			
GEOG-001	Physical Geography	4	1) Renew financial aid.
COM-001*	Elements of Speech	3	
Total Semester 5 Units		7	
Semester 6			
BUS-024*	Business Mathematics	3	1) Prepare documentation for college application & apply to four-year schools of choice by the deadline. 2) Begin seeking four-year funding outlets such as scholarships & aid.
BUS-035*	Human Resources Management	3	
BUS-055*	Bookkeeping	3	
Total Semester 6 Units		9	
Semester 7			
BUS-028*	Business Communication	3	1) Renew financial aid.
HIST-017A or HIST-017B	History of the United States 1492-1877 or History of the United States 1865-PRESENT	3	
COM-003*	Argumentation and Debate	3	
Total Semester 7 Units		9	
Semester 8			
ECON-001B	Microeconomics	3	1) Petition to Graduate degree & commencement ceremony information.
ES-001	Introduction to Ethnic Studies	3	
Total Semester 8 Units		6	
Total Program Units		60	

*A grade of "C" or higher required for ENG, MATH, COM and all major courses.

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