***Business: Facilities Management Certificate***

Business Administration degrees are among the most popular college programs in the United States and with good reason. Equipped with a versatile degree, students can potentially launch a career in any industry, from marketing to manufacturing, accounting to analytics.

***Please see a Pathways Counselor:*** Create an education plan customized to meet your needs. [Contact a Counselor](https://www.msjc.edu/hub/)

Transfer Majors/Award Focus

* Business Administration, A.S.-T CSU, CSUSM, UC
* Business Administration, Non-transfer A.S.
* Accounting Certificate
* Business Administration Certificate
* Facilities Management Certificate
* Small Business/Entrepreneurship Certificate

GE Pattern/Units

* GE Pattern: n/a
* Total Units: 24

**Program maps** indicate the major coursework and recommended general education courses to fulfill your degree in 2 years (approximately 15 units/ semester or 30 units/year). If you are a part-time student, start Semester 1 courses and follow the course sequence. Some of the courses listed may be substituted by another course. Please view these options in the official course [catalog](https://catalog.msjc.edu/instructional-programs/).

***Semester 1*** ***9 Units***

|  |  |  |  |
| --- | --- | --- | --- |
| a | COURSE | TITLE | UNIT |
| c | ACCT-124 orACCT-740 | Financial Accounting - Principles of Accounting I orAccounting for Non-Accountants & Entrepreneurs | 3 |
| c | BADM-103 | Introduction to Business | 3 |
| c | MGT-500 | Introduction to Management  | 3 |

***Semester 2*** ***9 Units***

|  |  |  |  |
| --- | --- | --- | --- |
| a | COURSE | TITLE | UNIT |
| c | BADM-104 | Business Communications | 3 |
| c | BADM-720 | Essentials of Facilities Management | 3 |
| c | MGT-760 | Elements of Supervision | 3 |

***Semester 3*** ***6 Units***

|  |  |  |  |
| --- | --- | --- | --- |
| a | COURSE | TITLE | UNIT |
| c | BADM-201 | Legal Environment of Business | 3 |
| c | BADM-730 | Introduction to Project Management | 3 |

Career Options

Financial Manager (SM, B)

Accountant (B, M)

General and Operations Manager (B)

Management Analyst (B, M)

Find more careers: [msjc.emsicc.com](http://msjc.emsicc.com)

Required Education: SM: some college; B: Bachelor’s, M: Master’s

Financial Aid

Financial aid is determined by the number of credit hours you take in a semester. Maximize your financial aid by taking 12-15 units per semester.