

Finance Certificate of Specialization

+If you have completed coursework at another college and/or are starting in a semester other than a Fall term, please follow up with the Counseling Department to determine if this sequence is appropriate for your academic and career goals.

Program Description: The Business Department offers a comprehensive program for transfer and non-transfer students. The first two years of coursework in preparation for a four-year degree in Accounting and/or Business Administration may be completed, or students may earn associate degrees and/or certificates while exploring areas of personal interest or job enrichment. The department offers a variety of courses in Accounting, Bookkeeping, Business Administration, International Business, Business Mathematics, Management, Finance, Investing, Marketing, Salesmanship, Retail Management, Electronic Commerce, Advertising, Ethics, Law, Conflict Resolution and Managing Diversity in the Workplace. Associate degrees and certificates are designed to allow students to specialize in a particular area, and are especially useful for persons seeking a first job, or looking to advance in a current career.

Program SLO: Analyze key issues relating to personal finance, analyze the advantages and disadvantages of various alternatives to address these issues, determine the appropriate response, and devise specific plans to implement the response in an integrated manner.

Important Information: For students interested in earning an Associate's degree and/or transfer, please follow up with the Counseling Office for additional information @ <https://www.canyons.edu/counseling> or (661) 362-3288/(661)362-3811.

Major courses are sequenced and **BOLDED** based on recommendations by the [Business Department](#).

FA = Fall; WI = Winter; SP = Spring; SU = Summer

First Semester	(0-12 units minimum)		
Course	Title	Units	Major and GE Courses
BUS 100	Introduction to Business (FA, WI, SP, SU)	3	Major Course
BUS 154	Personal Finance (FA, WI, SP)	3	Major Course
BUS 156	Introduction to Investments (FA, SP)	3	Major Course
BUS 157	Entrepreneurial Finance (FA, SP)	3	Major Course
	<i>Term Totals:</i>	12	

Total Units: 12

Counseling Resources

Business Department: www.canyons.edu/business

Counseling Department: <https://www.canyons.edu/student-services/counseling/index.php>

COC Future Business Leaders of America – Phi Beta Lambda: coc.pbl@gmail.com

Petition for Certificate – Petitions are due fall/spring/summer term you will complete the requirements, and may be submitted before your last term or up until the final day of the term. Petitions must reviewed with a counselor and may be downloaded here:

https://www.canyons.edu/resources/documents/student-services/admissions/Petition_for_Certificate_of_Specialization.pdf

Career Resources

Business Administration Career Tree: Early Childhood Education Career Tree:

<https://www.canyons.edu/academics/ece/careertree/index.php>

California Career Zone: www.cacareerzone.org

O*Net Online: www.onetonline.org

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California Career Zone: www.cacareerzone.org

O*Net Online: www.onetonline.org

Bureau of Labor and Statistics: www.bls.gov

Professional Associations:

American General Business Association: www.agba-global.org

Personal Finance Club: <https://www.personalfinanceclub.com/>