

# MAJOR REQUIREMENTS

## BIOLOGY

SCIENCE DIVISION

### RECOMMENDED COURSE SEQUENCE

SEMESTER 1		UNITS
AVIATEK 3	Basic Aircraft Science	4
AVIATEK 4	Basic Aircraft Science Lab	2
AVIATEK 5	Basic Electricity and Auxiliary Systems	4
AVIATEK 6	Basic Electricity and Auxiliary Systems Lab	2
<b>TOTAL SEMESTER 1 UNITS</b>		<b>12</b>

SEMESTER 2		UNITS
AVIATEK 1	Maintenance Procedures	4
AVIATEK 2	Maintenance Procedures Lab	2
AVIATEK 7	Electrical and Instrument Systems	4
AVIATEK 8	Electrical and Instrument Systems Lab	2
<b>TOTAL SEMESTER 2 UNITS</b>		<b>12</b>

SEMESTER 3		UNITS
AVIATEK 9	Assembly, Rigging, and Inspection	4
AVIATEK 10	Assembly, Rigging, and Inspection Lab	2
AVIATEK 11	Aircraft Metal Assembly	4
AVIATEK 12	Aircraft Metal Assembly Lab	2
<b>TOTAL SEMESTER 3 UNITS</b>		<b>12</b>

SEMESTER 4		UNITS
AVIATEK 13	Hydraulic, Landing Gear, and Fuel Systems	4
AVIATEK 14	Hydraulic, Landing Gear, and Fuel Systems Lab	2
AVIATEK 23	Inspection and Evaluation	4
AVIATEK 24	Inspection and Evaluation Lab	2
<b>TOTAL SEMESTER 4</b>		<b>12</b>

**TOTAL REQUIRED UNITS** 48

*It is recommended that students consult with a WLAC counselor to develop a Student Educational Plan (SEP).*

### ASSOCIATE DEGREE

The Associate of Arts degree in Biology includes coursework that aligns with specific lower-division major requirements for the Biology, Biological Science, and related majors at various universities within the University of California (UC) and California State University (CSU) systems.

Students interested in transferring to a four-year college or university with a major in Biology or related fields of study may also consider the Associate of Arts degree in Liberal Arts and Sciences (Math, Science, and Computer Science emphasis). Students are encouraged to visit the Transfer Center for complete information regarding transfer requirements for the institution of their choice. Students interested in transfer are also encouraged to consult the Counseling Office for individualized educational planning.

The Associate Degree in Biology will provide the student with a strong basic foundation in this science. The curriculum is generally required of lower-division life science majors, as well as pre-dental, pre-medical, pre-optometry, pre-pharmacy, and pre-veterinary students.

#### PROGRAM LEARNING OUTCOMES (PLOs):

*Upon completion of this program, students will:*

#### Biology (General) Program

- Explain how scientists investigate causes of natural biological phenomena.
- Explain how living things are organized, reproduce, acquire matter & energy, and inherit & express genetic instructions.
- Utilize biological information to make informed decisions about environmental issues.
- Utilize biological information to make informed decisions about personal issues.
- Perform basic biological lab procedures.

AWARD	TYPE	GRAD PLAN	REQ COURSES UNITS	TOTAL UNITS
Biology	AA	Plan B	38	60

#### ATTENTION TRANSFER STUDENTS

NOTE: Students expecting to transfer to four-year institutions should see a West Los Angeles College counselor and consult the catalogs of transfer institutions regarding specific requirements for upper-division standing.

# MAJOR REQUIREMENTS

## Biology (Health Science Option) Program

- Use appropriate biological terminology to communicate with purpose and clarity, to consult others, and to question others emphatically for the purpose of making informed decisions regarding the health status of a patient or a family member.
- Recommend strategies to family members and/or patients that will help the human body recover from injury and/or defend itself against disease-causing microbes.
- Recommend strategies to family members and/or patients that will protect the human body from the invasion of disease-causing microbes.
- Explain how living things are organized, reproduction, acquire • matter & energy, and inherit & express genetic instructions.

## Natural Sciences/Biological Science General Education Requirement (non-biology majors)

- Explain how scientists investigate causes of natural biological phenomena.
- Utilize biological information to make informed decisions about environmental issues.
- Utilize biological information to make informed decisions about personal issues.
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## ASSOCIATE OF ARTS DEGREE

### Biology

MAJOR CODE: 0401.00

(38 Units, Plan B) + All other West general education requirements for Associate Degree.

REQUIRED COURSES		UNITS
BIO 6	General Biology I	5
BIO 7	General Biology II	5

### AND THE COURSES IN EACH OF THE FOLLOWING 3 GROUPS

GROUP 1	UNITS
CHEM 101    General Chemistry AND	5
CHEM 102    General Chemistry II	5
<b>OR</b>	
PHYSICS 6    General Physics I AND	4
PHYSICS 7    General Physics II	4

GROUP 2	UNITS
CHEM 211    Organic Chemistry for Science Majors I	5
CHEM 212    Organic Chemistry for Science Majors II	5

GROUP 3		UNITS
MATH 260	Pre-Calculus	5
MATH 261	Calculus I	5
<b>TOTAL REQUIRED COURSE UNITS</b>		<b>38-40</b>

For **RECOMMENDED COURSE SEQUENCE** consult a *WLAC counselor*.

## BUSINESS

CAREER STUDIES DIVISION

### ASSOCIATE DEGREE

#### PROGRAM OVERVIEW

The Associate of Arts degree in Business is primarily designed for career and technical education and workforce training/development. The Associate of Arts degree in Business provides a broad background of business knowledge which can be applied in most businesses. West Los Angeles College also offers an Associate Degree for Transfer in Business Administration (AA-T). Please refer to the ADT section of this catalog for degree requirements.

Students interested in transferring to a four-year college or university with a major in Business Administration or other Business-related major may consider the Associate of Arts degree in Business Administration. Students should consult the Transfer Center or the Counseling Office for major preparation and general education requirements of the particular transfer institution of their choice.

#### PROGRAM LEARNING OUTCOMES (PLOs):

*Upon completion of this program, students will:*

- Use business formulas to calculate and solve quantitative problems. Analyze financial operations of a typical business. (Corporate Math)
- Adopt a variety of practices that adhere to a company's culture of moral business principals. Maintain trust, confidentiality and business integrity in the workplace. (Corporate Human Resources-HR)
- Maneuver in the operational workflow of an organization through effective use of time management and utilization of appropriate resources. (Corporate Workflow)

# MAJOR REQUIREMENTS

AWARD	TYPE	GRAD PLAN	REQ MAJOR UNITS	TOTAL UNITS
Business	AA	Plan B	38	60
Business	Cert	N/A	29	29

## ASSOCIATE OF ARTS DEGREE

### Business

MAJOR CODE: 0501.00

(38 Units, Plan B) + All other West requirements for Associate Degree

REQUIRED COURSES	UNITS
ACCTG 1 Introductory Accounting I	5
CO SCI 901 Intro to Computers and Their Use	3
BUS 1 Introduction to Business	3
BUS 31 Business English	3
BUS 32 Business Communications	3
BUS 38 Business Computations	3
BUS 5 Business Law I	3
MGMT 1 Principles of Management	3
MGMT 13 Small Business Entrepreneurship	3
MKTG 1 Principles of Selling	3
MKTG 21 Principles of Marketing	3

ELECTIVES (3 UNITS FROM THE FOLLOWING)	UNITS
MGMT 2 Organization and Management Theory	3
FINANCE 2 Investments	3
LAW 2 Business Law II	3
<b>TOTAL COURSE UNITS</b>	<b>38-39</b>

The Business Associate of Arts degree is a survey of the fundamental aspects of all phases of business including entrepreneurship, management/leadership, marketing, financial management and institutions, investing through the securities market, and challenges facing global markets.

*It is recommended that students consult with a WLAC counselor to develop a Student Educational Plan (SEP).*

## CERTIFICATE OF ACHIEVEMENT

### Business

MAJOR CODE: 0501.00

This program is designed to prepare the student for entry into the business community in such entry-level positions as bookkeeper, accounting clerk, or assistant auditor. Skills required for maintaining records, controlling finances, and preparing financial reports are taught.

REQUIRED COURSES	UNITS
ACCTG 1 Introductory Accounting I	5
CO SCI 901 Intro to Computers and Their Use	3
BUS1 Introduction to Business	3
BUS 31 Business English or English 101	3
BUS 32 Business Communications	3
BUS 38 Business Computations or Math 125	3
BUS 5 Business Law I	3
MGMT 1 Principles of Management	3
OR	
MKTG 1 Principles of Selling	3
MKTG 21 Principles of Marketing	3
<b>TOTAL COURSE UNITS</b>	<b>29</b>

### RECOMMENDED COURSE SEQUENCE

SEMESTER 1	UNITS
ACCTG 1 Introductory Accounting I	5
MGMT 1 Principles of Management	3
OR	
MKTG 1 Principles of Selling	3
BUS 1 Introduction to Business	3
BUS 38 Business Computations	3
FIN 2 Investments	3
<b>TOTAL SEMESTER 1 UNITS</b>	<b>17</b>

SEMESTER 2	UNITS
BUS 5 Business Law I	3
MKTG 21 Principles of Marketing	3
BUS 32 Business Communications	3
CO SCI 901 Intro to Computers and Their Use	3
<b>TOTAL COURSE UNITS</b>	<b>12</b>
<b>TOTAL SEMESTER 2 UNITS</b>	<b>29</b>

### ATTENTION TRANSFER STUDENTS

NOTE: Students expecting to transfer to four-year institutions should see a West Los Angeles College counselor and consult the catalogs of transfer institutions regarding specific requirements for upper-division standing.

# MAJOR REQUIREMENTS

## BUSINESS ADMINISTRATION

CAREER STUDIES DIVISION

### ASSOCIATE DEGREE

The Associate of Arts degree in Business Administration includes coursework that aligns with specific lower-division major requirements for Business Administration and related majors at various universities within the University of California (UC) and California State University (CSU) systems.

Students are encouraged to visit the Transfer Center for complete information regarding transfer requirements for the institution of their choice. Students interested in transfer are also encouraged to consult the Counseling Office for individualized educational planning.

Career opportunities in Business Administration are available for multiple professions including accounting managers, stockbrokers, financial consultants, insurance brokers, marketing managers and computer specialists. In addition, a prospective professor of business may get a start in the associate and baccalaureate programs in business administration.

#### PROGRAM LEARNING OUTCOMES (PLOs):

Students who complete the program will be able to demonstrate the following Program Learning Outcomes (PLOs):

- Demonstrate understanding of the basic functions of a business enterprise.
- Knowledge of the three major forms of business ownership and advantages.
- Apply and analyze the elements of a contract.

West Los Angeles College also offers an Associate Degree for Transfer in Business Administration (AS-T). Please refer to the ADT section of this catalog for degree requirements.

AWARD	TYPE	GRAD PLAN	REQ COURSES UNITS	TOTAL UNITS
Business Administration	AA	Plan A	26	60

### ASSOCIATE OF ARTS DEGREE

#### Business Administration

MAJOR CODE: 0505.00

REQUIRED COURSES	UNITS
ACCTG 1 Introductory Accounting I	5
ACCTG 2 Introductory Accounting II	5
CO SCI 901 Introduction to Computer and Their Use	3
ECON 1 Principles of Economics I	3
ECON 2 Principles of Economics II	3
BUS 5 Business Law I	3
MATH 227 Statistics	4
<b>TOTAL COURSE UNITS</b>	<b>26</b>

#### RECOMMENDED COURSE SEQUENCE

SEMESTER 1	UNITS
ACCTG 1 Introductory Accounting I	5
CO SCI 901 Introduction to Computer and Their Use	3
MATH 125 Intermediate Algebra	5
GEN ED 1- GEN ED COURSE	3
<b>TOTAL SEMESTER 1 UNITS</b>	<b>16</b>

SEMESTER 2	UNITS
ACCTG 2 Introductory Accounting II	5
BUS 5 Business Law I	3
GEN ED 2- GEN ED COURSES	6
<b>TOTAL SEMESTER 2 UNITS</b>	<b>14</b>

SEMESTER 3	UNITS
ECON 1 Principles of Economics I	3
MATH 227** Statistics	4
GEN ED 3 GEN ED COURSES	9
<b>TOTAL SEMESTER 3 UNITS</b>	<b>16</b>

SEMESTER 4	UNITS
ECON 2 Principles of Economics II	3
GEN ED 4 GEN ED COURSES	12
<b>TOTAL SEMESTER 4 UNITS</b>	<b>15</b>
<b>TOTAL DEGREE UNITS REQUIRED</b>	<b>60^</b>

^Students taking Math 125 as prerequisite to Math 227 will complete degree with 64 units.

\*\*Higher level Mathematics coursework may be substituted to meet transfer requirements at varying four-year institutions.