I want to major in business... Where do I start?

First, why choose a career in Business? If you are someone who is passionate about your work and hard-working, this field offers:
- Many potential work environments (from small shops to large corporations)
- Consistently strong employment outlook
- Potential for high earnings/salary
- Leadership opportunities
- Innovation of new services and products
- Service to customers in private industry, the nonprofit sector, and government.

Once you transfer to a Business School, you will likely choose a concentration in Business to study. Here are common options:
- Accounting
- Entrepreneurship
- Finance
- Hospitality & Tourism Management
- Human Resources
- Digital Marketing
- Management
- Information Systems
- Operations Management
- Retail Management
- Supply Chain Management

Which degree from Olympic College can help me major in business?

Students who are interested in transferring to a university and majoring in Business or Accounting should plan to complete the Associate in Business transfer degree. In some cases, it is more appropriate to complete the Associate in Arts transfer degree (see advisor for more information). A focus on business requires that you take college calculus, statistics, and accounting—all courses that may require more study time. When coupled with other required courses, very little room is available for electives.

Generally, admission into the School of Business at most four-year colleges is competitive. While many schools list a 2.5 GPA as a minimum requirement, the average GPA of accepted students will be much higher. Typically, an even higher GPA is needed in your business pre-requisite classes. Each business program is different so check the pre-requisites and admission standards early while you are starting your classes.

It is also important to take the courses in the right sequence to get the best grades. It is also important to attend the information sessions offered by the universities that you are considering so you are familiar with the school’s admission expectations, deadlines and areas of specialization.

What courses should I take?

Every university and major concentration will require slightly different prerequisites. It is highly recommended that you speak with a representative at the target university in conjunction with an academic advisor here at OC to ensure that you are taking the proper course sequence. Double-checking requirements is as easy as going to the university department website.

*Check with your intended transfer Business School to ensure proper courses are taken. Many of these classes will require at least a C or higher for both Olympic College and university requirements.
Courses meeting Graduation Requirements in Associate Degrees (2016-2017)

Humanities Distribution (H and H/SP)
Choose two or three different subjects from the following lists.

Group A: Humanities (H)  No restriction
American Culture & Equity Studies 101, 102, 160, 170
Anthropology &207, 325, 335
Art &100, 102-104, 106, 107, 110, 111, 117
Communication Studies &101, &102, 105, 125, &210, &220, 225, &230, 242, 250, 253, 263, 273, 293
English &111, &113, &114, 141, 150, &220, &226, &227, &228, &244, &245, 250, 256, 262, 264, 270, 271, 272, 273, 274, 275, 276, 279, 283, 284, 286, 328, 345
Geography &200
History 230
Humanities 101, 102, 145, 160, 170, 175, 201, 202, 203, 204, 220, 235, 250, 253, 257, 284, 320
Music 101, 102, &105, &141, &142, &143, 185, 188, 189, 239, 240, &241, &242, &243
Philosophy &101, &115, 240
Political Science &201

World Languages
No more than 5 credits at the 100 level American Sign Language &121, &122, &123 French &121, &122, &123 German &121, &122, &123 Japanese &121, &122, &123 Korean &121, &122, &123 Spanish &121, &122, &123, &221

Group B: Skills Performance (H/SP)
No more than 5 credits
Art 120, 125, 206, 210, 225, 226, 230, 231, 232, 240, 241, 242, 266, 267, 268
Dramatic Arts 120

Social Sciences Distribution (SS)
American Culture & Equity Studies 101, 102, 160, 170

Natural Sciences Distribution (NS)
Lab Courses:
Minimum one course required
Biology 101, 114, 115, 120, 130-132, 140, &160, &175, 201, 202, 203, &241, &242, &260
Chemistry &110, &121, &131, 137, &151, &152, &153, &251, &252, &253
Geography 150
Geology &101, &103, &110, &208
Oceanography &101
Physics 110, 114, 115, 116, 254, 255, 256

Non-lab courses:
Anthropology &205
Astronomy 101, 102, 105
Biology 104, 351
Chemistry &139, &141, &142, &143, &241, &242, &243
Geography &100, 260
Geology &100, 155
Meteorology 101
Nutrition &101
Science 100

Other than physical, biological, and earth sciences:
No more than 5 credits from the following in Natural Sciences distribution:
Business 215
Computer Science &141, 143, 170, 210, 240
Engineering 240
Mathematics &107, 112, &131, &132, 136, &141, &142, 143, &146, 147, &148, &151, &152, &163, 210, 221, 222, 231, 232, 240, 250, &264
Philosophy &120

Electives
There are two types of electives: Fully Transferable and Restricted.

Fully Transferable:
ALL courses listed in the Communication and Symbolic Reasoning Skill Areas; and the Humanities, Social Sciences, Natural Sciences distributions; plus the following:

Physical Education Education 104 Physical Education Activity (PEFSP and PE-RD) – Up to 3 credits. Only 3 credits may be applied to an AA degree.

Restricted in Transfer:
ANY college level courses NOT listed in any of the skill areas, distribution, or transferable electives (generally professional-technical and personal development courses)
Communication Skills Requirement: 10 credits required.  
ENGL& 101 _____cr.  
ENGL& 102 _____cr.  

Symbolic Reasoning/Quantitative Skills Requirement: 10 credits  
Choose one of the following three courses  
☐ Math 147 Business Algebra  
☐ Math 141 Precalculus I: Algebra  
☐ Math 142 Precalculus II: Trig _____cr.  

Choose one of the following two courses  
☐ Math 148 Business Calculus  
☐ Math 151 Calculus I _____cr.  

Humanities* Requirement: 15 credits required from at least 2  
Disciplines, with no more than 5 credits in foreign language and no  
more than 5 credits in skill/performance courses.  
*CMST&220 recommended  
☐ __________________________ _____cr.  
☐ __________________________ _____cr.  
☐ __________________________ _____cr.  

Natural Science Requirement: 15 credits from at least 2 subjects.  
Statistics and 10 credits of physical, biological, or earth sciences  
including one lab science course required.  
☐ MATH& 146 Statistics or BUS 215 _____cr.  
☐ __________________________ _____cr.  
☐ __________________________ _____cr.  

Social Science Requirement: 15 credits required from at least 2  
Disciplines, including ECON& 201 and ECON& 202.  
☐ ECON& 201 Microeconomics _____cr.  
☐ ECON& 202 Macroeconomics _____cr.  
☐ __________________________ _____cr.  

Business Transfer Requirements: 20 credits required  
☐ ACCT& 201 Principles of Accounting I _____cr.  
☐ ACCT& 202 Principles of Accounting II _____cr.  
☐ ACCT& 203 Principles of Accounting III _____cr.  
☐ BUS& 201 Business Law _____cr.  

Elective Requirement: 5 credits to bring credit total to 90.  
5 credits of non-business electives  
☐ __________________________ _____cr.  

Note 1 – English Composition: To meet the current EWU requirements, the second English Composition course must be equivalent to EWU’s English 201—College Composition: Analysis, Research, and Documentation. OC’s ENGL& 102 Composition II satisfies this requirement.  

Note 2 - Humanities: Students intending the international business major should consult their potential transfer institutions regarding the level of world language required for admission to the major. 5 credits in world languages may apply to the Humanities requirement.  

Note 3 - Humanities: Students are encouraged to include a speech or oral communication course (not small group communication).  

Note 4 – Natural Sciences: Students intending the manufacturing management major at WWU should consult WWU regarding the selection of natural science courses required for admission to the major.  

Note 5 - Business Courses: International students who completed a business law course specific to their home country must take a business law course at a U.S. institution in order to demonstrate proficiency in U.S. business law.  

Universities with a lower division Business Law requirement: UW (all campuses), WSU (all campuses), EWU, CWU, WWU, Gonzaga, SMU, SPU, Whitworth.  

The following institutions do not require a lower division Business Law course and agree to accept the course taken as part of this degree as a lower division elective, but generally not as an equivalent to the course required at the upper division: Heritage, PLU, and Walla Walla University.  

Note 6 – General Electives: Four institutions have requirements for admission to the major that go beyond those specified above. Students can meet these requirements by careful selection of the elective.  

University Course Equivalent to:  
• WSU (all campuses): Management Information Systems MIS 250 (OC: CIS 101 and CIS 110)  
• Gonzaga: Management Information Systems BMIS 235 (OC: No transfer course on record)  
• PLU: computer applications CSCE 120, either an equivalent course or skills test (OC: No transfer course on record)  
• WWU: Computer Systems MIS220 - OCEquivalent BSTEC 220 (Summer Quarter)
Considerations for Course Selections

- **Math.** The most important classes to begin taking as a Business major is math. Do not wait to take these classes.
- **Out-of-state universities.** Many business program in different states require different courses from what is listed on the Associate in Business. Contact your intended universities for more information.
- **Accounting.** Recommend starting the accounting series in Fall, most sections are only offered face-to-face during that time.
- **ECON 201 before 202.** The concepts in ECON 201 will help you understand concepts in ECON 202.
- **ECON 201.** Ideally, you will have completed ENGL& 101 and MATH 147 or higher by the time you enroll in ECON 201.
- **Online classes.** The most successful online students in the business program are, on average, 30 years old, highly motivated, have relevant, professional work experience, and have strong reading and writing skills. As a result, students must be extremely cautious before choosing online coursework, particularly business classes.

Choosing a Business Administration Program

- **(ONCE ADMITTED)** While most universities have Business Administration programs, each offers different concentrations. These concentrations might include: accounting, finance, entrepreneurship, hotel management, management, management information systems, marketing, among others.
- Research your transfer school’s deadlines for completing prerequisites.
- Some schools have a separate application to the business major in addition to the university application.
- Business programs vary in their GPA requirements. Often, you will need higher than the minimum. For example, most who are accepted to the UW-Seattle business program have a 3.5 GPA or higher despite the minimum 2.5 GPA requirement.
- It is important that you are prepared to enter a business program by developing strong written and oral communication skills.
- Your personal statement should demonstrate your ability to express ideas in a clear, concise, and thorough manner.
- Some universities, such as the University of Washington campuses, require a proctored essay (Writing Skills Assessment Test) for admission to the major. These exams are timed so you must write well and quickly with proper grammar and critical thinking.
- Volunteer and work experience in business can also be an asset when you apply. Be sure to include this in your essay.

Faculty Contact Information:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim McNamara</td>
<td>Full Time Faculty</td>
<td><a href="mailto:kmcmnamara@olympic.edu">kmcmnamara@olympic.edu</a></td>
<td>(360) 475-7374</td>
</tr>
<tr>
<td>Richard Snapp</td>
<td>Full Time Faculty</td>
<td><a href="mailto:rsnapp@olympic.edu">rsnapp@olympic.edu</a></td>
<td></td>
</tr>
<tr>
<td>Alan Ward</td>
<td>Full Time Faculty</td>
<td><a href="mailto:award@olympic.edu">award@olympic.edu</a></td>
<td>(360) 475-7378</td>
</tr>
</tbody>
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This is an unofficial guide only, designed to prepare students for entry into Washington State Business programs. It is the student’s responsibility to research and communicate with all community college and university programs to which he/she intends to apply to establish prerequisites and admission requirements, as they vary and are subject to change without notice.