

Name: \_\_\_\_\_

Date: \_\_\_\_\_

**San Juan College**  
**Business Foundations II Certificate**  
**Business Administration**  
**Certificate Course Checklist**  
 16 - 18 Credit Program

Course ID.	Title	Grade	Credits	Taken
<b>Business Courses (credits)</b>				
ACCT 201	Fundamentals of Accounting I <i>OR</i>		4	
ACCT 175	Fundamentals of Accounting IA <i>AND</i>		(3)	
ACCT 176	Fundamentals of Accounting IB		(3)	
BADM 134	Supervision <i>OR</i>		3	
BADM 233	Principles of Management			
COSC 125	Business Microcomputer Applications		3	
ENSB 265	Small Business Operations		3	
	<i>One Course from Approved Electives</i>		3	

<b>Approved Electives:</b>				
ACCT 202	Fundamentals of Accounting II		4	
AOAP 130	Human and Customer Relations		3	
AOAP 126	Customer Relations		3	
BADM 132	Introduction to Financial Planning		3	
BADM 134	Supervision		3	
BADM 230	Business Law I		3	
BADM 231	Business Law II		3	
BADM 233	Principles of Management		3	
BADM 242	Principles of Marketing		3	
ENSB 285	Entrepreneurship		3	
ECON 251	Macroeconomics		3	
ECON 252	Microeconomics		3	
FINA 265	Personal Investing		3	

Notes: