



**Associate Degree requirements continued from previous page.**

\*The requirements for general education/proficiency and the field of concentration (major) need to be from the same catalog year. This catalog year may be any year between the years of initial enrollment to the present, provided continuous enrollment throughout. See the catalog for definition of "continuous enrollment".

Program of study leading to:  
**Certificate of Achievement**

**REQUIRED COURSES** Complete the 25 units of required courses as listed in the Associate Degree requirements box.

TOTAL UNITS    25    

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For graduation with a **Business Information PROFESSIONAL Certificate of Achievement**:

1. Complete each of the **REQUIRED COURSES** listed above with a **minimum grade of "C"**.
2. Complete fifty percent (50%) or more of the unit requirements for this field of concentration in residence; this means at **least 12.5 units** of the required 25