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Introduction

University of the West's business administration programs are designed to allow students to become professionals with solid technical knowledge and skills in their field and a high moral spirit of responsibility. The curricula of the programs are guided by the university's mission, institutional learning outcomes, and these four departmental principles: excellence, self-cultivation, social responsibility, and skill development.

The Department of Business Administration offers the following programs:

Degree Programs

Bachelor of Arts (BA) in Business Administration
concentrations:

Accounting

Computer Information Systems

International Business

Marketing

Master of Business Administration (MBA)
concentrations (Optional):

Computer Information Systems

Finance

International Business

Nonprofit Organization Management

Certificate Programs

Undergraduate Certificate in Business Administration

Graduate Certificate in Business and Management

Post-Master of Business Administration Certificate

Philosophy & Objectives

The Business Administration department is guided by the UWest mission, with Buddhist wisdom and values and the integration of Western and Eastern cultures serving as the foundation of the programs.

The objectives of the programs are two-fold:

1. to provide students with both knowledge and practical skills in the field of business administration, enabling them to transform theory into practice; and
2. to transform students into global citizens who demonstrate knowledge, responsible action, and compassionate service.

Bachelor of Arts in Business Administration

Introduction

UWest offers a Bachelor of Arts degree in Business Administration with concentrations in Accounting, Computer Information Systems, International Business, and Marketing. This program educates students using a cross-functional, cross-cultural perspective to equip them with the intellectual tools they need to assume responsible positions in organizations and to develop them into well-rounded professionals and managers with a capacity for lifelong learning.

The program is designed to ensure that students develop an integrated body of knowledge in the business and management of modern organizations; a set of essential business and management skills including interpersonal leadership, communication, and teamwork skills; a broad capacity for learning, critical thinking, and problem solving; a deep appreciation for the role of culture in managing organizations and dealing with institutional constituents including customers, employees, and suppliers; an effective business and management style that incorporates ethical values, social responsibilities, and personal beliefs; and a global view of personal fulfillment and organizational achievement in the context of societal and cultural values.

Business Administration majors meet with a program advisor during or before their first semester to discuss their personal goals and aspirations. Based on this self-exploration, students select the concentration that will best prepare them to fulfill their personal and professional life mission. Students who attend full-time may earn their bachelor's degree in four years. Students attending part-time may expect a longer time to graduate.

Program Learning Outcomes

Know

Basic Knowledge - Students exhibit knowledge essential for business practice.

Essential Skills - Students apply business skills to identify, analyze, and solve business problems, including skills in oral communications, written communications, quantitative analyses, information literacy and critical thinking.

Selected Concentration - Students demonstrate expertise in their chosen functional area, such as accounting, international business, marketing, or computer information systems.

Be

Spiritual Awareness – Students promote understanding and enhance recognition of diverse spiritual beliefs and explore interfaith conversations.

Social Awareness – Students demonstrate ability to work effectively with others regardless of race, ethnicity, gender, and sexual orientation.

Cultural Awareness – Students demonstrate familiarity with various cultures and exhibit awareness and sensitivity to cultural diversity.

Global Awareness – Students demonstrate developed global perspectives and display socially responsible awareness on global issues.

Do

Professional – Students exhibit professional and ethical behavior based on principles, beliefs, and values.

Service – Students demonstrate care for others through service activities.

Course Requirements

Area	Required Units
General Education	51
Lower-division Core	12
Upper-division Core	36
Concentration	15
Business Elective	3
Capstone	3
Total	120
Optional	
Practicum (not applicable for graduation)	3
Minor	15

Program Requirements

General Education Requirement (51 units): All undergraduates must complete 51 units of general education, including 9 units at the upper-division level, as described in the General Education section of this catalog. This requirement is an integral part of UWest's mission of producing a well-informed, balanced, versatile, intellectually capable, socially sensitive, and ethically committed person in all fields of study.

Lower-Division Core Courses (12 units): All students complete four lower-division core courses. These courses provide foundational theories, concepts, perspectives, principles, methods, and procedures of critical thinking and theoretical application.

Courses	Prerequisite(s)	Units
BUS 200 Business Law	None	3
BUS 201 Principles of Microeconomics	MATH 101	3
BUS 202 Principles of Macroeconomics	MATH 101	3
BUS 210 Introduction to Financial Accounting	MATH 101	3
Total		12

Upper-Division Core Courses (36 units): Building on the foundation of knowledge and skills provided in the lower-division core curriculum, all students complete 12 upper-division core courses to broaden the foundation with additional fields of study while deepening knowledge and skills in subjects previously studied.

Course	Prerequisite(s)	Units
BUS 301 Managerial Economics	BUS 201, BUS 303	3
BUS 303 Business Statistics	MATH 113, MATH 181, or MATH 205	3
BUS 304 Management Science	BUS 303	3
BUS 306 Business Communications	None	3
BUS 307 Managerial Accounting	BUS 210	3
BUS 308 Principles of Management	None	3
BUS 320 Organization & Management	BUS 308	3
BUS 330 Principles of Marketing	None	3
BUS 340 Management Information Systems	None	3
BUS 351 International Business	None	3
BUS 415 Financial Management	BUS 303 & BUS 307	3
BUS 470 Business Philosophy & Ethics	75 credits or approval	3
Total		36

Concentration (15 units): Students complete five upper-division courses (15 units) in their declared concentration.

Accounting

Course	Units
BUS 310 Intermediate Accounting	3
BUS 311 Intermediate Accounting II	3
BUS 312 Auditing	3
BUS 313 Cost Accounting	3
BUS 410 Advanced Accounting	3
BUS 416 Investment Management	3
BUS 417 Federal Tax Law	3
BUS 419 Financial Statement Analysis	3
BUS 440 Accounting Information Systems	3

Marketing

Course	Units
BUS 331 Consumer Behavior	3
BUS 345 Internet Marketing	3
BUS 420 Marketing Management	3
BUS 430 Digital Marketing	3
BUS 433 International Marketing	3
BUS 434 Marketing Research	3
BUS 435 Case Studies in Marketing	3
BUS 436 Advertising	3
BUS 439 Small Business & Entrepreneurial Marketing	3

Computer Information Systems

Course	Units
BUS 241 Web Design & Development for Small Business	3
BUS 341 Business Programming I	3
BUS 342 Business Programming II	3
BUS 443 Data Structure & Database Management	3
BUS 444 Systems Analysis, Design, & Implementation	3
BUS 445 Data Communications & Networking	3
BUS 446 Computer Security, Controls & Ethics	3
BUS 447 E-Commerce	3
BUS 448 Decision Support Systems	3

International Business

Course	Units
BUS 302 Entrepreneurship	3
BUS 433 International Marketing	3
BUS 452 Exporting & Importing	3
BUS 453 International Finance	3
BUS 454 International Business Law	3
BUS 455 Seminar on Doing Business in the US	3
BUS 456 Seminar on Doing Business in Asia	3

Business Elective (3 units): Students select one business course (3 units) from any concentration.

Business Capstone: The business program culminates in the 3-unit capstone course, BUS 480 Capstone: Strategic Management, commonly completed in a student's final term.

Graduation Requirements

Students must complete 120 units (including 51 GE units) as designated above with a cumulative GPA of 2.0 or higher. To satisfy the university's residency requirement, undergraduates must complete at least 30 units, including 24 upper division units, at UWest.

Students' prior education is evaluated for transfer credit at the time of admission. Once enrolled, students are expected to complete all remaining business curriculum at UWest. Any exception to this policy must be approved in advance by the department chair, and students must demonstrate cause. Students are required to complete their final 6 units in attendance at UWest and any approved transfer work must be completed prior to the last day of the student's last term in attendance at UWest. A minimum grade of C (2.0) is required for the transfer of credit.

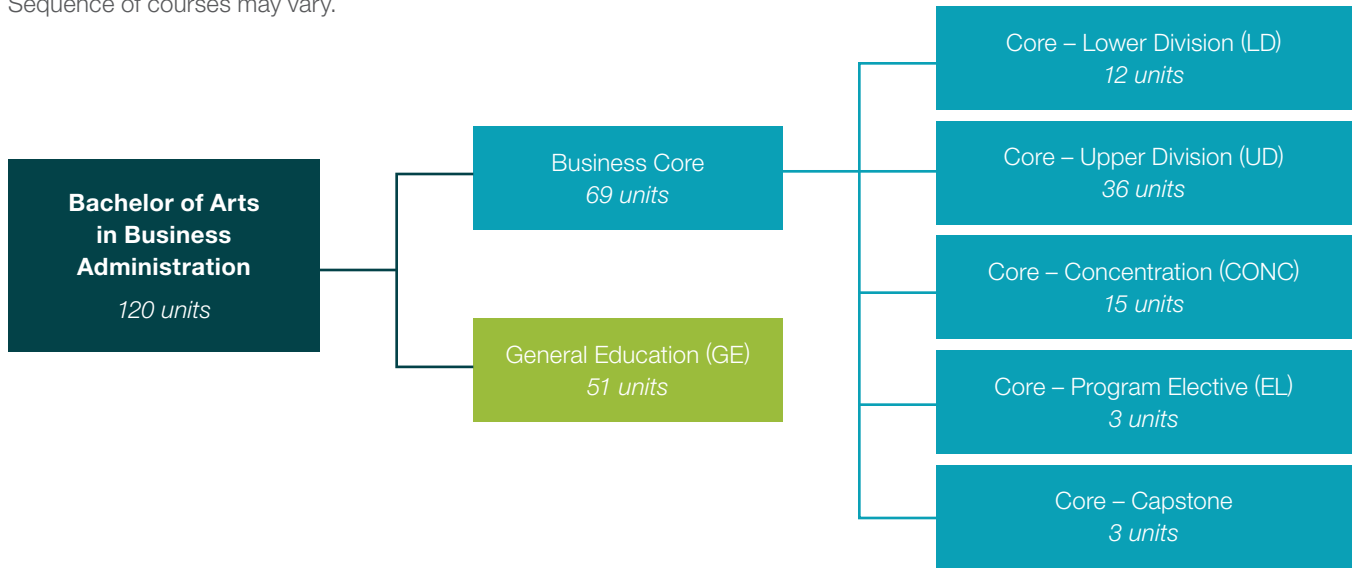
Sample Road Map for the Bachelor of Arts in Business Administration

Concentrations: Accounting, Computer Information Systems, International Business, and Marketing

The following is a sample course progression that allows students to graduate in 4 years / 8 semesters.

Students who attend part-time or require developmental coursework may take longer to graduate.

Sequence of courses may vary.



Fall Semester

Spring Semester

	Fall Semester	Spring Semester
First Year 29 units	GE CAT 1: ENGL 101 English Composition GE CAT 1: MATH 101 Intermediate Algebra GE CAT 1: ILR 101 College Success GE CAT 4A: L&C 120 Life & Culture 1: World Religion GE CAT 7: Wellness 1	GE CAT 1: ENGL 102 Advanced Composition GE CAT 1: SPCH 100 Speech Communications GE CAT 2A: US/World History GE CAT 3A: MATH 113 Pragmatic Mathematics GE CAT 4B: L&C 121 Life & Culture 2: World Philosophy GE CAT 7: Wellness 2
Second Year 31 units	CORE LD: BUS 308 Principles of Management GE CAT 2B: Asian History GE CAT 3B: Science with Lab GE CAT 5: Social/Behavioral Sciences 1, Sect A, B, C, or E GE CAT 6: Humanities 1 GE CAT 8: SRVLG 100 Service Learning	CORE LD: BUS 201 Principles of Microeconomics CORE LD: BUS 210 Introduction to Financial Accounting CORE UD: BUS 351 International Business GE CAT 5: Social/Behavioral Sciences, Sect. A, B, C, or E GE CAT 6: Humanities 2
Third Year 30 units	CORE LD: BUS 202 Principles of Macroeconomics CORE UD: BUS 303 Business Statistics CORE UD: BUS 330 Principles of Marketing CORE UD: BUS 340 Management Information Systems GE CAT 9: CAP 401 General Education Capstone	CORE UD: BUS 301 Managerial Economics CORE UD: BUS 306 Business Communications CORE UD: BUS 307 Managerial Accounting CONC: Course 1 in Declared Concentration CONC: Course 2 in Declared Concentration
Fourth Year 30 units	CORE UD: BUS 304 Management Science CORE UD: BUS 470 Business Philosophy & Ethics CORE UD: BUS 415 Financial Management CONC: Course 3 in Declared Concentration CONC: Course 4 in Declared Concentration	CORE LD: BUS 200 Business Law CORE UD: BUS 320 Organization & Management CONC: Course 5 in Declared Concentration CORE EL: Program Elective CORE CAPSTONE: BUS 480 Strategic Management

Minoring in Business Administration

Business Administration Minor for Non-Business Majors

The minor in Business Administration is designed for students enrolled in a UWest degree program other than business. This practical minor introduces non-business majors to fundamental concepts and tools used in business. To apply, students submit an approved Declaration of Minor to the Registrar's Office.

Eligibility

1. Cumulative GPA of 2.5.
2. 45 units or more earned towards major requirements.

Requirements

Students minoring in Business Administration complete seven courses (21 units) as follows. This requirement may extend the time needed to graduate.

No more than 6 units of transfer credit may be applied toward minor requirements. Total transfer credit applied to degree requirements, including credits applied to the minor, may not exceed 90 units.

Core Requirements: 4 courses (12 units)

Courses	Prerequisite(s)	Units
BUS 201 Principles of Microeconomics or BUS 202 Principles of Macroeconomics	MATH 101	3
BUS 210 Introduction to Financial Accounting	MATH 101	3
BUS 308 Principles of Management	None	3
BUS 330 Principles of Marketing	None	3

Electives: 3 courses (9 units)

In consultation with a business program advisor, students select three upper-division courses (9 units) from core or business elective courses, subject to listed prerequisites. Electives may include but are not limited to:

Courses	Prerequisite(s)	Units
BUS 301 Managerial Economics	BUS 201, BUS 303	3
BUS 302 Entrepreneurship	None	3
BUS 303 Business Statistics	MATH 113 or MATH 181	3
BUS 304 Management Science	BUS 303	3
BUS 306 Business Communications	None	3
BUS 307 Managerial Accounting	BUS 210	3
BUS 351 International Business	None	3
BUS 320 Organization & Management	BUS 308	3
BUS 340 Management Information Systems	None	3
BUS 415 Financial Management	BUS 303 & BUS 307	3
BUS 470 Business Philosophy & Ethics	None	3

Business Administration Minors for Business Majors

Business majors who are in good standing, have earned a minimum of 45 units in the business curriculum, and are entering their third or fourth year of study are eligible to declare a minor in finance or management. Completion of a minor is not required for graduation but may enhance future career opportunities. The department chair's approval is required. The minor requires the completion of five courses (15 units) in the declared area of study. These 15 units are in addition to the 69 units required for the major, and courses applied to the major cannot be applied to the minor. Completing a minor will extend the time needed to graduate.

No more than 6 units of transfer credit may be applied toward minor requirements. Total transfer credit applied to degree requirements, including credits applied to the minor, may not exceed 90 units.

Finance

Course	Units
BUS 416 Investment Management	3
BUS 426 Risk Management & Insurance	3
BUS 453 International Finance	3
BUS 442 Technical & Fundamental Analysis of Financial Securities	3
BUS 463 Financial Security Trading & Analysis	3
BUS 464 Financial Institutions & Markets	3
BUS 465 Financial Derivatives	3

Management

Course	Units
BUS 425 Chinese Management Philosophy	3
BUS 427 Human Resources Management	3
BUS 435 Case Studies in Marketing	3
BUS 455 Seminar on Doing Business in the US	3
BUS 456 Seminar on Doing Business in Asia	3

Undergraduate Certificate in Business Administration

The Undergraduate Certificate in Business Administration is designed for individuals seeking to expand their knowledge and skills in business. The program introduces the fundamental concepts and practices of business to develop a broad-based practical understanding of its context, purpose, and underlying functional areas: accounting, economics, finance, marketing, and management. This certificate provides substantive content and techniques consistent with modern business principles and practices and will benefit those who are just starting out in the business world as well as seasoned professionals seeking a career transition with greater business responsibility. Working with a program advisor, students design a course of study to meet their specific needs.

To earn the Undergraduate Certificate in Business Administration, students complete 21 units of approved business coursework with a cumulative GPA of 2.0 or higher. Students may not apply transfer credit or courses previously completed at UWest to satisfy certificate requirements.

The following list includes some of the certificate areas offered. Students may work with the chair of the Business Administration Department to develop a personalized certificate program relevant to their own goals.

- | General Management
- | Nonprofit Organization Management
- | Executive Management
- | Human Resources Management
- | International Business
- | Accounting
- | Finance
- | Marketing
- | Computer Information Systems
- | Small Business/Entrepreneurship
- | Quantitative Analysis/Analytical Methods

Master of Business Administration

Introduction

The MBA program provides in-depth technical education in specialized fields and addresses issues of management in different cultural contexts and ethical aspects of decision making. This program prepares graduates for leadership positions in for-profit and nonprofit organizations.

The two-year MBA program pays particular attention to cultural diversity within an organization as well as worldwide cultural differences, teaching students how to effectively and responsibly manage such differences. Students are educated in a friendly and caring learning community with small, interactive classes. Students acquire knowledge and skills while developing attitudes and values appropriate for leading and serving in a global society. The program builds on the university's strengths in cross-cultural studies and community service based on Buddhist values of excellence, self-cultivation, and responsibility. Every student receives workplace experience through a hands-on internship.

The curriculum emphasizes

- | Cultural differences as reflected in management or problem-solving styles
- | Hands-on experience correlated to theoretical knowledge
- | Business ethics including cause-effect analysis and responsibility toward self and society

MBA students meet with a program advisor during their first semester to discuss their personal goals and aspirations. Based on this self-exploration, students have the option of declaring a concentration in one of four areas: Computer Information Systems, Finance, International Business, and Nonprofit Organization Management.

The MBA program is designed for completion in two years of full-time study. Students who study during summer sessions may graduate sooner.

Students admitted to the MBA program may be required to complete program-specific undergraduate coursework to ensure that they have a solid academic foundation for success in graduate business coursework.

Department of Homeland Security's STEM Compliant

The MBA with a concentration in Computer Information Systems conforms to Department of Homeland Security (DHS) requirements as a STEM (Science, Technology, Engineering, Math) degree program. International students graduating from this concentration may be eligible for a 24-month extension on their Optional Practical Training (OPT) if their employment also meets eligibility requirements. Details may be found at <https://www.uscis.gov/working-united-states/students-and-exchange-visitors/students-and-employment/stem-opt>.

The list of the DHS-approved programs is available at <http://www.ice.gov/doclib/sevis/pdf/stem-list.pdf>. University of the West's MBA with a concentration in Computer Information Systems is classifiable under CIP code 11.0401--Information Science/Studies.

Program Learning Outcomes

Know

Advanced Knowledge – Students explain advanced business and management theories and use them to make sound business decisions.

Advanced Skills - Students are able to analyze real world business situations, and apply technical and managerial skills to solve complex business problems.

Selected Concentration - Students demonstrate advanced expertise in their chosen field, such as finance, computer information systems, international business, or nonprofit organization and management

Be

Spiritual Awareness – Students promote deep understanding and recognition of diverse spiritual beliefs and interfaith conversations.

Social Awareness – Students demonstrate superior ability to work effectively with others regardless of race, ethnicity, gender, and sexual orientation.

Cultural Awareness – Students demonstrate ease in interaction with various cultures and exhibit awareness and sensitivity to cultural diversity.

Global Awareness – Students demonstrate well developed global perspectives and display socially responsible awareness on global issues.

Do

Professional – Students exhibit a high level of professional and ethical behavior based on principles, beliefs, and values.

Service – Students effect positive change in the community through service activities.

MBA Program Requirements

<u>Course Requirements</u>	<u>Required Units</u>
Business Core	21
Elective/Concentration	15
Capstone	3
Internship	1
Total	40
As Required	
Program Prerequisites	0 to 15

Program Prerequisites (0 to 15 units): Program prerequisites create a foundation for the study of business at the graduate level. Students who did not complete equivalent coursework during their previous education may be required to complete up to 15 units of prerequisite coursework in addition to the 40 units required for graduation. All required prerequisites must be passed with a minimum grade of C. Students who do not earn a C or higher in a prerequisite course may repeat that course one time only to achieve a passing grade. Program prerequisites are not applicable to graduation.

Course	Units
BUS 200 Business Law	3
BUS 201 Principles of Microeconomics or BUS 202 Principles of Macroeconomics	3
BUS 210 Introduction to Financial Accounting	3
BUS 303 Business Statistics	3
BUS 306 Business Communications	3

Business Core (21 units): Students complete seven core courses (21 units) to develop analytical and problem-solving skills for application in areas closely related to business. Core courses must be passed with a minimum grade of C for application to graduation and prerequisite requirements. Students who do not earn a C or higher in a core course may repeat that course one time only to achieve a passing grade.

Course	Units
MBA 507 Managerial Economics	3
MBA 513 Managerial Accounting	3
MBA 515 Corporate Finance	3
MBA 530 Marketing	3
MBA 540 Management Information Systems	3
MBA 588 Business Philosophy & Ethics	3
MBA 504 Principles of Management or MBA 520 Organization & Management	3

Concentration/Elective Requirement (15 units)

No Concentration Declared: Students work with their program advisor to create a course of study relevant to their professional and life goals by selecting five MBA courses (15 units) across all concentrations.

Concentration Declared: Students have the option of declaring a concentration in one of the four areas listed below. Students who declare a concentration complete the following requirements:

Concentration (12 units): Students complete at least four courses (12 units) from their declared concentration, including one concentration core and three concentration selections.

Elective (3 units): Students select one MBA course (3 units) from the concentration, other concentrations, or other courses not applied to another requirement.

With the department chair's approval, students may declare a concurrent concentration in a second area of study. An additional 12 units selected from courses not applied to any other requirement must be completed in the second concentration

Computer Information Systems Concentration

Course	Units
Concentration Core (3 units): Course required	
MBA 572 Data Structure & Database Management	3
Concentration Selections (9 units): Select three courses	
MBA 502 Business Programming	3
MBA 571 Systems Design, Analysis, & Implementation	3
MBA 573 Decision Support Systems	3
MBA 575 Data Communications & Networking	3
MBA 578 Computer Security, Controls, & Ethics	3
MBA 581 E-Business	3

Finance Concentration

Course	Units
Concentration Core (3 units): Course required	
MBA 517 Investment & Portfolio Management	3
Concentration Selections (9 units): Select three courses	
MBA 516 International Finance	3
MBA 518 Cost Analysis & Budgeting	3
MBA 526 Risk Management & Insurance	3
MBA 543 Real Estate Finance & Investment	3
MBA 545 Advanced Financial Statements Analysis & Valuations	3
MBA 547 Technical & Fundamental Analysis of Financial Securities	3
MBA 548 Financial Security Trade & Analysis	3
MBA 583 Financial Institutions & Markets	3
MBA 584 Financial Derivatives	3

International Business Concentration

Course	Units
Concentration Core (3 units): Course required	
MBA 550 International Business	3
Concentration Selections (9 units): Select three courses	
MBA 516 International Finance	3
MBA 533 International Marketing	3
MBA 551 Importing & Exporting	3
MBA 552 International Business Law	3
MBA 556 Global Economy	3
MBA 558 Seminar on Doing Business in Asia	3
MBA 559 Seminar on Doing Business in the US	3

Nonprofit Organization Management Concentration

Course	Units
Concentration Core (3 units): Course required	
MBA 560 Managing Nonprofit Organizations	3
Concentration Selections (9 units): Select three courses	
MBA 527 Human Resources Management	3
MBA 528 Seminar on Organizational Change	3
MBA 529 Seminar on Leadership	3
MBA 531 Services Marketing	3
MBA 557 Social Entrepreneurship	3
MBA 559 Seminar on Doing Business in the US	3
MBA 561 Comparative Studies of Nonprofit Organizations	3
MBA 562 Financial Development for Nonprofit Organizations	3

Internship (1 unit): All students complete a one-unit internship. Internships must be approved by the chair before the internship begins.

<u>Course</u>	<u>Prerequisite(s)</u>	<u>Units</u>
MBA 590 Internship	All core courses & department chair approval	1

Capstone (3 units): The MBA program culminates in the 3-unit capstone course, MBA 580 Capstone: Strategic Management, commonly completed in a student's final term.

Graduation Requirements

Students must complete 40 units as designated above with a cumulative GPA of 3.0 or higher, including 39 units of coursework and a 1-unit internship.

With department chair approval, students may be allowed to substitute up to 6 units of 400-level undergraduate coursework taken at UWest for equivalent MBA courses; courses applied to a previous UWest degree or certificate are not applicable. Credits earned for program prerequisites and MBA 597 Management Practicum are not applicable to graduation.

No more than 6 units may be fulfilled through the transfer of graduate credit for courses completed prior to enrolling at UWest. Once enrolled, students are expected to complete all remaining coursework at UWest. Exceptions allowing a transfer of prerequisite or graduate credit after beginning the program must be approved in advance by the department chair, and students must demonstrate cause. Students are required to complete their final 6 units in attendance at UWest, and any approved transfer work must be completed prior to the last day of the student's last term in attendance at UWest. A minimum grade of B (3.0) is required for the transfer of graduate credit and a minimum grade of C (2.0) for undergraduate courses transferred to satisfy prerequisite requirements.

Graduate Certificate Programs in Business Administration

The graduate certificate program is designed to help participants further their education and advance their careers. Individuals who have already earned a bachelor's degree in business administration or another major (but not an MBA or other similar graduate degree) may earn a certificate in one of UWest's professional tracks by completing a set of seven targeted courses (21 units) at UWest. Participants acquire in-depth knowledge, practical skills, and first-hand experience in the selected area of study.

Completion Requirements

Students must complete at least 21 units in a series of courses approved by the department chair or program advisor. A minimum GPA of 3.0 is required to graduate. Transfer credit and UWest courses completed during previous enrollments may not be applied to the certificate enrollment.

With department chair approval, students may be allowed to substitute up to 6 units of 400-level undergraduate coursework for equivalent MBA courses. Program prerequisite courses are not applicable to graduation.

The Accounting Certificate is described below. The Business Administration Department will work with individuals and businesses to design concentrations to fit specific needs. While the courses differ, the basic outline of all concentrations follows the accounting model.

Accounting Certificate

This certificate prepares students for a career in accounting or a related field and is specifically designed to help students meet the education requirement for CPA exam eligibility.

Area	Required Units
Program Prerequisites (if needed)	0 to 6
Concentration Courses	21

Prerequisites (0 to 6 units): Students may be required to complete two pertinent prerequisite courses (6 units) if they did not complete equivalent courses during their previous education.

Course	Units
BUS 210 Introduction to Financial Accounting	3
BUS 307 Managerial Accounting	3
BUS 310 Intermediate Accounting I	3
BUS 311 Intermediate Accounting II	3
BUS 440 Accounting Information Systems	3

Accounting Curriculum (21 units): Students complete seven courses (21 units) from the list below.

Accounting Certificate Curriculum

Course	Prerequisite(s)	Units
MBA 511 Nonprofit Accounting	MBA 512 or MBA 513	3
MBA 514 Advanced Managerial Accounting	MBA 513	3
MBA 518 Cost Analysis & Budgeting	MBA 512 or MBA 513	3
MBA 564 Advanced Auditing	BUS 310, BUS 311, or approval	3
MBA 565 Advanced Accounting Theory	BUS 310, BUS 311, or approval	3
MBA 566 Financial Reporting & Disclosure	BUS 310, BUS 311, or approval	3
MBA 567 Special Topic on Federal Taxation	BUS 310, BUS 311, or approval	3
MBA 568 Special Topic on International Accounting	BUS 210 or approval	3
MBA 569 Controllership	BUS 310, BUS 311, or approval	3

Post-Master of Business Administration Certificate

The Post-MBA certificate program, offered jointly by the Department of Business Administration and Department of Continuing Education, is designed to help participants further their education and advance their careers. The program enables those who have already earned a Master of Business Administration or a similar advanced degree to earn a certificate in one of UWest's eleven professional tracks by completing a personalized set of seven targeted courses (21 units). Participants acquire in-depth knowledge, practical skills, and first-hand experience in the selected area of study.

Post-MBA certificates are offered in the areas of

- | General Management
- | Nonprofit Organization Management
- | Executive Management
- | Human Resources Management
- | International Business
- | Accounting
- | Finance
- | Marketing
- | Computer Information Systems
- | Small Business and Entrepreneurship
- | Quantitative Analysis Methods

Completion Requirements

Students must complete at least 21 units in a series of courses approved by the department chair. A minimum GPA of 3.0 is required to graduate. Transfer credit and UWest courses completed during previous enrollments may not be applied to the certificate enrollment.

With department chair approval, students may be allowed to substitute up to 6 units of 400-level undergraduate coursework for equivalent MBA courses.