Business Administration



Real Estate 30 unit certificate • 60 unit degree

The Real Estate program prepares individuals to develop, sell, appraise and manage real property.

Required Courses (to earn certificate)

ACC-1A Principles of Accounting, I (3 units)*

Advisory: BUS-20

Introduction to accounting principles and practice.

BUS-10 Introduction to Business (3 units)*
Scope, function, and organization of contemporary business.

BUS-18A Business Law I (3 units)*
The social and practical basis of the law.

BUS-20 Business Mathematics (3 units)*
Introduction to quantitative approaches for solving common business problems using general mathematics and first degree equations.

BUS-22 Management Communications (3 units)*
Advisory: CAT-30

Examines the dynamics of organizational communication including a cross cultural emphasis. Practical experience is attained in verbal, non-verbal and interpersonal communication. Includes business report writing, letter writing and resume writing.

OR

BUS-24 Business Communications (3 units)*

Prerequisite: ENG-1A or 1AH

Examines the dynamics of organizational communication including a cross cultural emphasis.

CIS-1A Introduction to Computer Information
Systems (3 units)*

Examination of information systems and their role in business. Focus on information systems, database management systems, networking, e-commerce, ethics and security, computer systems hardware and software components.

OR

BUS/CIS/CAT-3 Computer Applications for Business (3 units)*

Examination of information systems and their role in business.

Plus, an additional 12 units from the following courses:

RLE-80 Real Estate Principles (3 units)*, RLE-81 Real Estate Practices (3 units)*, RLE-82 Legal Aspects of Real Estate (3 units)*, RLE-83 Real Estate Finance (3 units)*, RLE-84 Real Estate Appraisal (3 units)*, RLE-85 Real Estate Economics (3 units)*, RLE-86 Escrow Procedures I (3 units)*, RLE-200 Work Experience (1-4 units)*

Some of these courses have prerequisites or advisories. Refer to College Catalog for more information.

^{*}This class transfers toward one or more CSUSB or CalPoly majors. Visit www.assist.org or the Counseling office for details.

Business Administration



Real Estate

Tuition \$46/unit • Duration of Study: 16 months

An AS Degree in Business Administration with a concentration in Real Estate will be awarded upon completion of the required courses (30 units) plus the General Education requirements. Please refer to the College Catalog or visit the Counseling Center.

Job & Wage Information

- Licensed Real Estate Agent
 Wage Range*: \$18.10-36.31
 8% increase in employment expected in
 CA 2019-2029; 2,380 openings annually
 More info: http://bit.ly/RealEstateNC
- Community Association Manager
 Wage Range*: \$25.20-39.41
 8% increase in employment expected in CA
 2019-2029; 5,770 openings annually
 More info: http://bit.ly/PropertyMgmtNC
- Loan Officer

Wage Range*: \$23.50-44.49
5% increase in employment expected in CA 2019-2029; 3,390 openings annually More info: http://bit.ly/LoanOfficerNC

Title Examiners, Abstractors & Searchers
 Wage Range*: \$18.71-29.86
 2% increase in employment expected in CA
 2019-2029; 380 openings annually
 More info: http://bit.ly/TitleExaminerNC

*2020, Riverside/Ontario/San Bernardino Metro Area

What's Your School?

Business & Management

What type of interests might be a good fit for this career choice?



Social

People who like to work with people – to inform, enlighten, help and train. Prefer solving problems through discussion.

For more information on careers that fit this category of interests, visit the Career Center in the Center for Student Success.

Visit <u>www.norcocollege.edu/business</u> for more information about this program.