CIAT
CALIFORNIA INSTITUTE OF APPLIED TECHNOLOGY

EARN YOUR DEGREE IN
BUSINESS ADMINISTRATION

Associate of Applied Science in Business Administration

Program Overview

The Associate of Applied Science in Business Administration offered by CIAT is designed to help students develop critical-thinking, decision-making, communication, and business skills through a blend of theoretical knowledge and practical experience.

The curriculum covers business computer applications, communication, general management, organizational theories, accounting, data analysis, and legal aspects of employment to ensure students are well-equipped to navigate the ever-evolving business landscape confidently.
Graduates of this program possess a strong skill set for entry-level management roles.

17 Courses | **64 Credits** | **2 Years**

75% Technical Courses **25%** General Education Courses

Entry Requirements:

High School Diploma or GED *Transfer credits may be accepted.

Develop Transferable, Valuable Skills

CIAT's business administration programs focus on help students develop marketable skills including:

- ***Communication***
- ***Organizational***
- ***Interpersonal***
- ***Accounting & finance***
- ***Decision-making***
- ***Leadership***
- ***Critical thinking***
- ***Analytical***
- ***Data analysis***
- ***Public speaking***

CIAT Virtual Classroom

Personalized Learning

Small class sizes led by industry experts for a hands-on personalized learning experience

Accelerated, Immersive Online Courses

Accelerated 5-week live immersive classes keep you focused on learning one topic at a time.

Real-World Career Preparation

Classes are designed to boost your technical confidence and ensure you graduate career-ready.

ACCET

We have high standards and we believe you should too. CIAT has proudly earned accreditation from the Accrediting Council for Continuing Education & Training (ACCET) listed by the U.S. Department of Education as a nationally recognized accrediting agency.

Contact Us

(877) 559-3621 | ciat.edu | info@ciat.edu

CIAT
CALIFORNIA INSTITUTE OF APPLIED TECHNOLOGY

Your Path to Success Starts Here

Businesses across industries need skilled business administration professionals to effectively manage day-to-day operations.

At CIAT, you can earn more than just a business administration degree: you can gain expertise, marketable skills, and in-demand industry certifications that will help you stand out in today's job market. We offer flexible, live online classes that are perfect for working adults, one-on-one tutoring, unlimited access to workshops and support, and personalized career services, to help you achieve your academic and professional goals.

Our Career Services Team

Who We Are
We are a team of dedicated professionals with extensive experience in career advising and development.

Why We're Different
We offer personalized career support designed to meet your unique needs. We prioritize relationship-building and offer ongoing support at every stage of your career journey.

How We Help
We offer a wide range of services including resume writing, interview preparation, career exploration, and more.

Our Goal
To empower our students for lifelong career success by providing comprehensive support and resources for their professional development.

Financial Aid Options

Federal Grants & Loans
- FAFSA

Military Benefits
- Post 9/11 GI Bill® Benefits
- Yellow Ribbon Program
- Active Duty Tuition Assistance
- Military Spouse Funding (MyCAA)
- Vocational Rehab & Employment

Employer Benefits
- CIAT Workforce Grant
- CIAT Tuition Match

Cost Per Credit: $485

Total Credits: 64

Total Tuition: $31,040

CIAT has awarded over $5M in scholarships.
One could be yours. See if you qualify.

- Your final tuition cost will vary based on credits transferred from other institutions, and potential scholarships applied. Our Admissions and Financial Aid team will prepare a personal financial aid projection with tips on how to maximize your educational investment, plan your ROI, and reduce out of pocket expenses.

- GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at https://www.benefits.va.gov/gibill. CIAT is approved to offer VA benefits. *Financial aid is available for those who qualify. *Students are encouraged to take certification exams while actively enrolled in their Certificate or Degree program. Unlimited certification exam attempts expire 180 days after graduation. Select exams are not eligible for unlimited retakes - see certification exam policy for details. Certifications or courses may change to address industry trends or improve quality.

Contact Us
(877) 559-3621
ciat.edu
info@ciat.edu

ASSOCIATE OF APPLIED SCIENCE IN BUSINESS ADMINISTRATION

PROGRAM ID	#AASBUS
LENGTH	85 Weeks
CREDITS	64 Credits (360 Lab Hours; 780 Lecture Hours)

ASSOCIATE DEGREE - CORE COURSES

ID	CLASS	CREDITS
CIS100A	Computer Fundamentals	**4**
BAM100A	Management Principles, Part 1	**4**
BAM100B	Management Principles, Part 2	**4**
BAM102	Introduction to Spreadsheets and Understanding Data	**4**
BAM103	Effective Presentations	**4**
BAM104	Business Communications	**4**
BAM105	Change Management	**4**
BAM106	Organizational Behavior for Managers	**4**
BAM107	Introduction to Accounting	**4**
BAM108	Navigating the Modern Workforce	**4**
BAM109	Fundamentals of Employment Law	**4**
BAM110	Applied Business Administration Final Project	**4**

aasbus

ASSOCIATE DEGREE - GENERAL EDUCATION COURSES

ID	CLASS	CREDITS
ENG	Technical Writing	**4**
ENG	Public Speaking	**3**
MTH	College Algebra	**3**
SBS	Psychology, Sociology, or Economics	**3**
SCI	Chemistry, Biology, or Physics	**3**

Graduation requirements:

- 80% or higher cumulative attendance
- 2.0 or higher cumulative GPA