

BUSINESS, MANAGEMENT, AND ADMINISTRATION

Business graduates play roles in just about every industry, performing tasks such as managing operations, hiring and training employees, ordering supplies and merchandise, managing computer systems and overseeing the day-to-day operations of an office. From providing office support, to learning to run your own business, to the most current accounting techniques, Valencia's business programs prepare you for an exciting career in this diverse job market by immersing you in the latest business theory and practices.

The Business, Management and Administration Division offers the following Associate in Science degree programs:

- Accounting Technology (<http://catalog.valenciacollege.edu/degrees/associateinscience/businessaccountingofficerrelated/accountingtechnology/>)
- Administrative Office Management (<http://catalog.valenciacollege.edu/degrees/associateinscience/businessaccountingofficerrelated/administrativeofficemanagement/>)
- Business Administration
- Medical Administration
- Property Management (<http://catalog.valenciacollege.edu/degrees/associateinscience/rpm/>)
- Supervision and Management for Industry (<http://catalog.valenciacollege.edu/degrees/associateinscience/businessaccountingofficerrelated/industrialmanagementtechnology/#programrequirements>)