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New Business Office Administration Program Now Enrolling at Glendale Career College
Students Graduate with Relevant Skills for Today's Fast-Paced Business Marketplace

GLENDALE, Calif.—Students interested in pursuing an entry-level position in the business world can now choose to enroll in Glendale Career College's (GCC) new [Business Office Administration \(BOA\) Program](#). Designed to help individuals develop skills essential to succeed in professional business office settings, the program marks a shift from GCC's allied health offerings.

"We are committed to providing the same level of excellence we are known for in our allied health training with this new Business Office Administration Program," explained Chief Strategy Officer Serjik Kesachekian. "It's exciting to be able to offer students who might not want to enter the allied health field another in-demand option."

The eight-course program follows the College's hands-on training model and allows students to work through actual business scenarios using tools and technology found in millions of American businesses today. Classroom instruction covers everything from Accounting Principles and Business Information Systems to Business Management Principles and more. Students then have the opportunity to apply their learning through an internship portion—putting their newfound knowledge into practice in a business office setting.

Throughout their studies, students will gain strong administrative, word processing, and office support skills employers look for in administrative professionals. Individuals will also graduate with a clear understanding of how to successfully compete in the modern and technologically fast-paced business office environment.

"We see this new program as not only a great addition to GCC's offerings, but a positive contribution to the communities that surround Glendale Career College," Kesachekian shared. "It's yet another way GCC is continuing its legacy of providing quality training programs for relevant careers."

The Business Office Administration program has been approved by the Accrediting Bureau of Health Education Schools (ABHES) and classes are forming now. For more information or to enroll, please contact Nancy Aguillon at NancyA@success.edu today!

About Glendale Career College

Founded in 1946, Glendale Career College has trained individuals to work and succeed in a variety of in-demand health care professions for nearly 70 years. Committed to providing quality education, the College offers 11 programs, including diplomas, associate degrees, and certifications. GCC is accredited by the Accrediting Bureau of Health Education Schools (ABHES), the Commission on Accreditation of



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Allied Health Education Programs (CAAHEP) (Surgical Technology), and the Board of Vocational Nursing and Psychiatric Technicians (BVNPT) (Vocational Nursing). At Glendale Career College, students find a supportive learning environment as they pursue a rewarding health care career.

For more information about Glendale Career College and its programs, visit www.GlendaleCareer.com.

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