



Labor Market Analysis: 05 – Business and Management

General Business – Certificate requiring 16 to fewer than 30 semester units

Management – Certificate requiring 16 to fewer than 30 semester units

Los Angeles Center of Excellence, January 2026

Program Endorsement:	Endorsed: All Criteria Met <input type="checkbox"/>	Endorsed: Some Criteria Met <input checked="" type="checkbox"/>	Not Endorsed <input type="checkbox"/>
Program Endorsement Criteria			
Supply Gap:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> (See below)	
Living Wage: (Entry-Level, 25th)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Education:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Emerging Occupation(s)			
Yes <input type="checkbox"/>		No <input checked="" type="checkbox"/>	

SUMMARY

This report analyzes whether local labor market demand is being met by community college programs aligned with the identified middle-skill occupations¹ or whether a shortage of workers exists. Labor market demand is measured by annual job openings while education supply is measured by the number of awards (degrees and certificates) conferred on average each year.

Based on the available data, there does not appear to be a supply gap for the occupations of interest. While this program does not meet the traditional supply/demand endorsement criteria, there may be demand for middle-skill business and management workers from local employers that is not reflected in traditional labor market data. For this reason, real-time labor market data is included in this report as well – to provide a more nuanced view of the regional job market for the target business and management occupations in this report. Furthermore, the skills learned from these business and management programs can be applied to a variety of occupations beyond the scope of this report, thus overestimating the supply for this specific set of four business management occupations. Entry-level wages exceed the self-sufficiency standard wage in both Los Angeles and Orange counties, and approximately one third of current middle-skill business and management workers in the field have completed some college or an associate degree as their highest level of educational attainment.

¹ Middle-skill occupations typically require some postsecondary education, but less than a bachelor’s degree. The COE classifies middle-skill jobs as the following:

- All occupations that require an educational requirement of some college, associate degree or apprenticeship;
- All occupations that require a bachelor’s degree, but also have more than one-third of their existing labor force with an educational attainment of some college or associate degree; or
- All occupations that require a high school diploma or equivalent or no formal education, but also require short- to long-term on-the-job training where multiple community colleges have existing programs.

Recommendation: Due to two of three program endorsement criteria being met, the Los Angeles Center of Excellence for Labor Market Research (LA COE) endorses this proposed program.

Key Findings

Supply Gap

- 13,058 annual job openings are projected in the region through 2029. This number is less than the three-year average of 21,065 awards conferred by educational institutions in the region.
 - However, the Business and Management TOP codes in this report (TOP 05) train for many middle-skill business occupations, including the target occupations. Since skills taught in these Business and Management (TOP 05) programs can be applied to many business occupations, it is difficult to accurately gauge the supply data for these occupations.
 - Over the past 12 months, there were **23,775 online job postings related to these middle-skill business and management occupations**. The highest number of job postings were for operations managers, buyers, directors of operations, assistant managers, and estimators.

Living Wage

- All four occupations have entry-level wages **above** Los Angeles County's self-sufficiency standard hourly wage (\$24.03/hour).²

Educational Attainment

- A bachelor's degree is the typical entry-level education for target occupations in this report, according to the Bureau of Labor Statistics (BLS).
- 32%-38% of workers in the field have completed some college or an associate degree, according to national educational attainment data.

Community college supply

- 29 community colleges issued awards related to business and management in the greater LA/OC region.
- 9,990 awards (degrees and certificates) were conferred on average each year between 2022 and 2024.

Other postsecondary supply

- 39 educational institutions in the LA/OC region have conferred awards in programs related to general business and management over the past three years.
- 11,075 awards were conferred on average each year by other postsecondary institutions throughout the greater LA/OC region between 2021 and 2023.

² Center for Women's Welfare, University of Washington. (2024). *The self-sufficiency standard for California 2024*. <http://selfsufficiencystandard.org/California>.

TARGET OCCUPATIONS

LA COE prepared this report to provide regional labor market and postsecondary supply data related to four middle-skill occupations. Although the occupations in this report typically require a bachelor’s degree, they are considered middle-skill because approximately one-third of workers in the field have completed some college or an associate degree. [For full occupation descriptions, please see Appendix.](#)

- **General and Operations Managers (11-1021)**³
- **Administrative Services Managers (11-3012)**⁴
- **Buyers and Purchasing Agents (13-1020)** This occupation includes the 2018 SOC occupations⁵:
 - *Buyers and Purchasing Agents, Farm Products (13-1021)*
 - *Wholesale and Retail Buyers, Except Farm Products (13-1022)*
 - *Purchasing Agents, Except Wholesale, Retail, and Farm Products (13-1023)*
- **Cost Estimators (13-1051)**⁶

OCCUPATIONAL DEMAND

Exhibit 1 shows the five-year occupational demand projections for these middle-skill business and management occupations. In the greater Los Angeles/Orange County region, the number of jobs related to these occupations is projected to increase by 2% through 2029. There will be more than 13,000 job openings per year through 2029 due to job growth and replacements. The majority of jobs in 2024 for these middle-skill business and management occupations (71%) were located in Los Angeles County.

Exhibit 1: Current employment and occupational demand, Los Angeles and Orange counties⁷

Geography	2024 Jobs	2029 Jobs	2024-2029 Change	2024-2029 % Change	Annual Openings
Los Angeles	105,398	107,658	2,261	2%	9,231
Orange	42,534	43,862	1,328	3%	3,827
Total	147,932	151,521	3,589	2%	13,058

Detailed Occupation Data

Exhibit 2 displays the current employment and projected occupational demand for each of the target occupations in Los Angeles County. The average percentage of workers aged 55+ across all occupations in the Los Angeles/Orange County region is 26%; occupations with a larger share of workers aged 55 and older typically have greater replacement needs to offset the amount of impending retirements. On average, 81% of workers across all occupations in California are

³ [General and Operations Managers \(bls.gov\)](#)

⁴ [Administrative Services and Facilities Managers \(bls.gov\)](#)

⁵ [Purchasing Managers, Buyers, and Purchasing Agents \(bls.gov\)](#)

⁶ [Cost Estimators \(bls.gov\)](#)

⁷ Five-year change represents new job additions to the workforce. Annual openings include new jobs and replacement jobs that result from retirements and separations.

employed full-time. Occupations with a lower-than-average percentage of full-time workers may have less employment security but may see increased activity in the gig economy.

Exhibit 2: Detailed employment and occupational demand, Los Angeles County⁸

Occupation	2024 Jobs	2029 Jobs	5-Yr % Change	Annual Openings	% Aged 55 and older	% Full Time Workers
General and Operations Managers	77,153	79,272	3%	6,688	25%	100%
Administrative Services Managers	9,945	10,130	2%	842	34%	100%
Buyers and Purchasing Agents	13,312	13,397	1%	1,286	33%	58%
Cost Estimators	4,988	4,860	(3%)	415	43%	100%
Total	105,398	107,658	2%	9,231	-	-

WAGES

The labor market endorsement in this report considers the entry-level hourly wages for these middle-skill business and management occupations in Los Angeles County as they relate to the county’s self-sufficiency standard wage. Orange County wages are included below in order to provide a complete analysis of the greater Los Angeles/Orange County region.

Los Angeles County

All four occupations have entry-level wages above the self-sufficiency standard wage for one adult (\$24.03 in Los Angeles County). Typical entry-level hourly wages are in a range between \$28.08 and \$44.69. (Exhibit 3). Experienced workers can expect to earn wages between \$47.76 and \$99.29.

Exhibit 3: Earnings for occupations in Los Angeles County

Occupation	Entry-Level Hourly Earnings (25 th Percentile)	Median Hourly Earnings	Experienced Hourly Earnings (75 th Percentile)	Median Annual Earnings*
General and Operations Managers	\$40.53	\$60.98	\$99.29	\$126,800
Administrative Services Managers	\$44.69	\$57.70	\$76.59	\$120,000
Buyers and Purchasing Agents	\$28.08	\$36.64	\$47.76	\$76,200
Cost Estimators	\$30.14	\$37.91	\$51.23	\$78,900

*Rounded to the nearest \$100

⁸ Five-year change represents new job additions to the workforce. Annual openings include new jobs and replacement jobs that result from retirements and separations.

Orange County

All four occupations have entry-level wages above the self-sufficiency standard wage for one adult (\$27.13 in Orange County). Typical entry-level hourly wages are in a range between \$28.69 and \$43.92 (Exhibit 4). Experienced workers can expect to earn wages between \$48.53 and \$98.71.

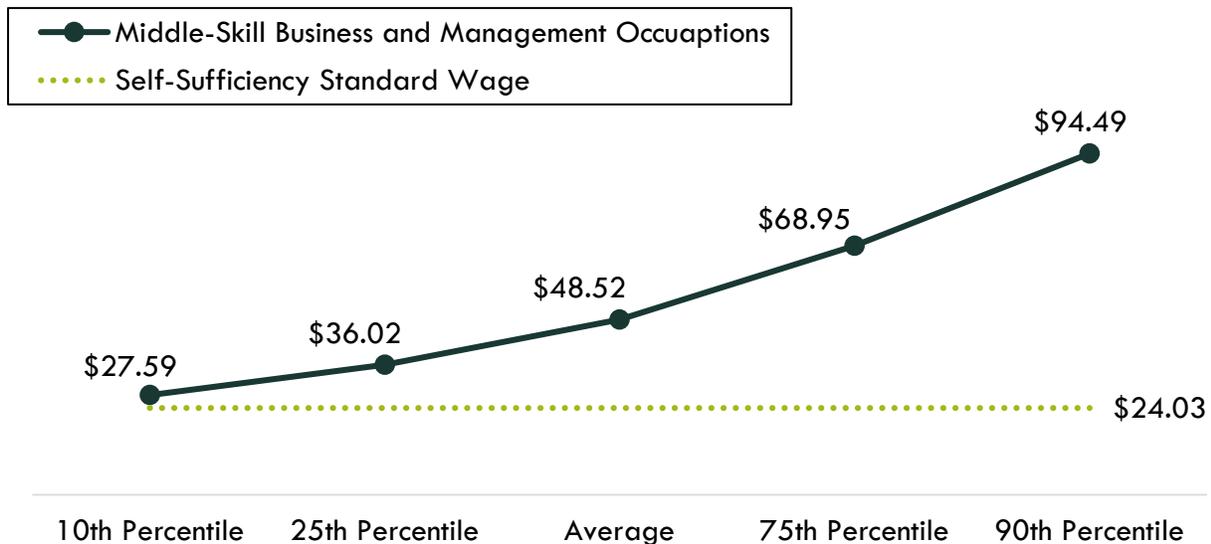
Exhibit 4: Earnings for occupations in Orange County

Occupation	Entry-Level Hourly Earnings (25 th Percentile)	Median Hourly Earnings	Experienced Hourly Earnings (75 th Percentile)	Median Annual Earnings*
General and Operations Managers	\$40.37	\$60.67	\$98.71	\$126,200
Administrative Services Managers	\$43.92	\$56.69	\$75.24	\$117,900
Buyers and Purchasing Agents	\$28.69	\$37.31	\$48.53	\$77,600
Cost Estimators	\$32.45	\$40.65	\$54.76	\$84,600

*Rounded to the nearest \$100

Across the greater Los Angeles and Orange County region, the average entry-level hourly earnings for the occupations in this report are \$36.02; this is above the living wage for one single adult in Los Angeles County (\$24.03). Exhibit 5 shows the average hourly wage for the occupations in this report, for entry-level to experienced workers.

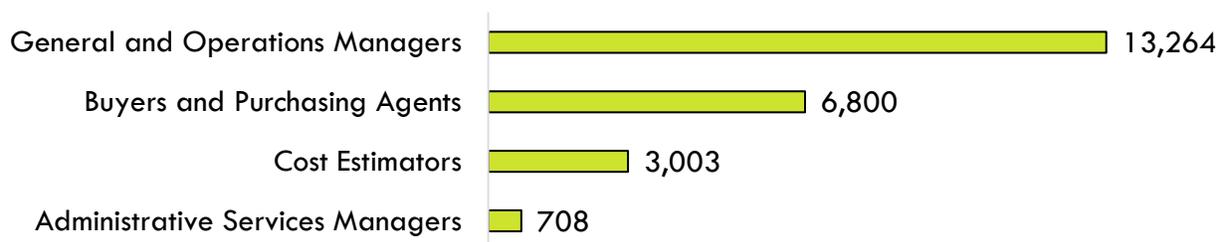
Exhibit 5: Average hourly earnings for target occupations, Los Angeles and Orange counties



JOB POSTINGS

There were 23,775 online job postings related to middle-skill business and management occupations listed in the past 12 months in Los Angeles and Orange counties. Exhibit 6 displays the number of job postings by occupation. The majority of job postings (56%) were for *general and operations managers*, followed by *buyers and purchasing agents* (29%) and *cost estimators* (13%).

Exhibit 6: Job postings by occupation (last 12 months), Los Angeles and Orange counties



Job postings were analyzed for the most common job titles, skills, and employers associated with the target occupations in this report (Exhibit 7).

Exhibit 7: Most commonly requested job titles, skills and employers in job postings, Los Angeles and Orange counties

Top Job Titles	Top Skills	Top Employers
<ul style="list-style-type: none"> • Operations managers • Buyers • Directors of operations • Assistant managers • Estimators • General managers • Operations supervisors 	<ul style="list-style-type: none"> • Project management • Finance • Procurement • Purchasing • Operations management • Marketing • Workflow management 	<ul style="list-style-type: none"> • GPAC* • CVS Health • Northrop Grumman • Robert Half* • AppleOne* • NBC • Disney

*Staffing company

In the greater Los Angeles/Orange County region, 62% of the target job postings listed a minimum educational requirement. Exhibit 8 details the number and percentage of job postings by educational level.

Exhibit 8: Education levels requested in job postings for target occupations, Los Angeles and Orange counties

Education Level	Job Postings	% of Job Postings
Bachelor's degree	10,786	73%
Associate degree	762	5%
High school diploma or vocational training	3,153	21%

EDUCATIONAL ATTAINMENT

The Bureau of Labor Statistics (BLS) lists a bachelor's degree as the typical entry-level education for all four target occupations (Exhibit 9). However, the national-level data indicates between 32% and 38% of workers in the field have completed some college or an associate degree as

their highest level of educational attainment. The Bureau of Labor Statistics (BLS) lists the following typical entry-level education levels for the occupations in this report:

Exhibit 9: Entry-level education preferred by employers nationally, Bureau of Labor Statistics

Occupation	Education Level
General and Operations Managers	Bachelor's degree
Administrative Services Managers	Bachelor's degree
Buyers and Purchasing Agents	Bachelor's degree
Cost Estimators	Bachelor's degree

EDUCATIONAL SUPPLY

Community College Supply

Exhibit 10 shows the annual and three-year average number of awards conferred by community colleges in programs that have historically trained for the occupations of interest. The colleges with the most completions in the region are Cerritos, Pasadena, and Mt. San Antonio.

Exhibit 10: Regional community college awards (certificates and degrees), 2022-2024

TOP Code	Program	College	2021-22 Awards	2022-23 Awards	2023-24 Awards	3-Year Average
0501.00	Business and Commerce, General	Cerritos	1	2	-	1
		Glendale	73	81	94	83
		LA City	60	57	56	58
		LA Harbor	12	15	17	15
		LA Mission	1	-	-	0
		LA Pierce	24	8	20	17
		LA Southwest	24	13	7	15
		LA Trade-Tech	-	30	26	19
		Long Beach	195	190	170	185
		Mt San Antonio	136	91	135	121
		Santa Monica	14	15	13	14
		West LA	83	48	95	75
		LA Subtotal	623	550	633	602
		Coastline	4	1	2	2
		Saddleback	73	49	68	63
		OC Subtotal	77	50	70	66
Supply Subtotal/Average			700	600	703	668

TOP Code	Program	College	2021-22 Awards	2022-23 Awards	2023-24 Awards	3-Year Average		
0505.00	Business Administration	Cerritos	299	361	344	335		
		Citrus	386	351	333	357		
		Compton	22	22	26	23		
		East LA	309	256	241	269		
		El Camino	325	261	285	290		
		Glendale	221	186	170	192		
		LA City	112	104	76	97		
		LA Harbor	68	75	51	65		
		LA Mission	89	78	74	80		
		LA Pierce	266	216	227	236		
		LA Southwest	38	26	26	30		
		LA Trade-Tech	32	-	5	12		
		LA Valley	197	183	218	199		
		Long Beach	296	292	281	290		
		Mt San Antonio	281	373	449	368		
		Pasadena	859	753	962	858		
		Rio Hondo	254	248	228	243		
		Santa Monica	370	301	381	351		
		West LA	127	97	69	98		
		LA Subtotal		4,551	4,183	4,446	4,393	
		Coastline		410	381	295	362	
		Cypress		206	226	208	213	
		Fullerton		367	343	344	351	
		Golden West		186	183	244	204	
		Irvine		383	292	277	317	
		Orange Coast		412	337	388	379	
		Saddleback		327	398	372	366	
		Santa Ana		187	174	158	173	
		Santiago Canyon		143	150	143	145	
		OC Subtotal		2,621	2,484	2,429	2,511	
		Supply Subtotal/Average			7,172	6,667	6,875	6,905
		0506.00	Business Management	Cerritos	276	469	1,526	757
Citrus	-			-	2	1		
Compton	-			1	1	1		
East LA	18			18	23	20		
El Camino	22			40	31	31		

TOP Code	Program	College	2021-22 Awards	2022-23 Awards	2023-24 Awards	3-Year Average
		Glendale	28	22	28	26
		LA City	16	40	33	30
		LA Mission	6	3	4	4
		LA Pierce	14	9	9	11
		LA Valley	39	34	37	37
		Long Beach	28	26	43	32
		Mt San Antonio	188	158	193	180
		Pasadena	-	2	7	3
		Santa Monica	-	-	1	0
		LA Subtotal	635	822	1,938	1,132
		Coastline	33	40	36	36
		Cypress	1	5	1	2
		Fullerton	19	20	39	26
		Golden West	13	10	8	10
		Irvine	23	20	36	26
		North Orange Adult	32	27	37	32
		Orange Coast	16	2	-	6
		Saddleback	-	-	7	2
		Santa Ana	39	62	63	55
		Santiago Canyon	25	173	72	90
		OC Subtotal	201	359	299	286
		Supply Subtotal/Average	836	1,181	2,237	1,418
0506.30	Management Development and Supervision	Cerritos	59	58	100	72
		Citrus	-	-	1	0
		LA Pierce	11	8	7	9
		LA Southwest	21	10	3	11
		LA Trade-Tech	12	7	2	7
		LA Valley	17	18	11	15
		Pasadena	6	21	24	17
		Rio Hondo	16	25	17	19
		Santa Monica	30	20	27	26
		LA Subtotal	172	167	192	177
		Coastline	142	78	54	91
		Cypress	11	25	21	19
		Irvine	-	2	-	1
		Saddleback	38	31	38	36

TOP Code	Program	College	2021-22 Awards	2022-23 Awards	2023-24 Awards	3-Year Average		
		Santa Ana	9	2	-	4		
		Santiago Canyon	1	15	8	8		
		OC Subtotal	201	153	121	158		
Supply Subtotal/Average			373	320	313	335		
0506.40	Small Business and Entrepreneurship	Cerritos	15	13	10	13		
		Citrus	1	-	-	0		
		East LA	36	19	14	23		
		Glendale	-	6	2	3		
		LA City	7	19	26	17		
		LA Pierce	5	31	17	18		
		LA Trade-Tech	3	10	6	6		
		LA Valley	99	174	169	147		
		Long Beach	-	1	-	0		
		Mt San Antonio	36	21	39	32		
		Pasadena	186	65	36	96		
		Rio Hondo	6	13	8	9		
		Santa Monica	28	17	22	22		
		West LA	5	12	8	8		
				LA Subtotal	427	401	357	395
				Coastline	4	4	2	3
				Fullerton	5	2	6	4
				Golden West	3	2	-	2
				Irvine	233	233	237	234
				Orange Coast	8	-	-	3
				Saddleback	10	6	9	8
				Santa Ana	1	3	10	5
				Santiago Canyon	1	4	5	3
				OC Subtotal	265	254	269	263
		Supply Subtotal/Average			692	655	626	658
		0514.40	Office Management	Santa Monica	4	3	4	4
LA Subtotal	4			3	4	4		
Santa Ana	1			2	7	3		
OC Subtotal	1			2	7	3		
Supply Subtotal/Average			5	5	11	7		
Supply Total/Average			9,778	9,428	10,765	9,990		

Exhibit 11 displays the community college awards broken down by award type. In this case, the majority of awards issued by community colleges are associate degrees (74%).

Exhibit 11: Community college awards by award type, 2022-2024

Award Type	# of Awards	% of Awards
A.A./A.A.-T/A.S./A.S.-T. degrees	7,406	74%
Certificates	2,435	24%
Noncredit awards	149	2%
Total	9,990	100%

Other Postsecondary Supply

For a comprehensive regional supply analysis, it is important to consider the supply from other institutions in the region that provide training programs for middle-skill business and management occupations. Exhibit 12 shows the number of awards conferred by these institutions in relevant programs. Due to different data collection periods, the most recent data is from 2021 to 2023. Between 2021 and 2023, other postsecondary college institutions in the region conferred an average of 11,075 bachelor's and sub-baccalaureate awards. Sub-baccalaureate awards include associate degrees, postsecondary awards, and other academic awards that typically take fewer than four years to complete.

Exhibit 12: Other regional postsecondary awards, 2021-2023

CIP Code	Program	Postsecondary Institution	2020-21 Awards	2021-22 Awards	2022-23 Awards	3-Year Average
52.0101	Business/ Commerce, General	Azusa Pacific Univ.	10	15	10	12
		Fremont University	-	11	5	5
		Loyola Marymount Univ.	1	1	-	1
52.0201	Business Administration and Management, General	Abraham Lincoln Univ.	1	1	-	1
		American Jewish Univ.	5	1	2	3
		Angeles College	10	16	-	9
		Azusa Pacific Univ.	100	82	79	87
		Bethesda Univ.	28	14	22	21
		Biola University	120	106	111	112
		CSPU-Pomona	1,644	1,561	1,521	1,575
		CSU-Dominguez Hills	619	588	537	581
		CSU-Fullerton	2,367	2,164	2,066	2,199
		CSU-Long Beach	1,457	1,491	1,284	1,411
		CSU-Los Angeles	864	726	896	829
		CSU-Northridge	760	769	1,052	860
		Chapman University	452	453	422	442
		Concordia Univ.-Irvine	76	64	119	86
		Fremont University	6	-	-	2

CIP Code	Program	Postsecondary Institution	2020-21 Awards	2021-22 Awards	2022-23 Awards	3-Year Average
		Hope International Univ.	35	39	38	37
		InterCoast Colleges-West Covina	1	2	4	2
		Learnet Academy	10	6	7	8
		Life Pacific University	17	19	22	19
		LA Pacific College	3	1	5	3
		LA Pacific University	4	14	24	14
		Loyola Marymount Univ.	52	41	55	49
		Mount Saint Mary's Univ.	33	21	16	23
		Pacific Oaks College	1	-	-	0
		Pacific States University	1	4	-	2
		Pepperdine University	176	218	186	193
		Platt College-Anaheim	9	5	9	8
		Platt College-LA	4	6	3	4
		UC-Irvine	379	340	360	360
		University of La Verne	296	219	192	236
		Univ. of Massachusetts Global	268	303	294	288
		USC	1,035	832	-	622
		University of the People	283	467	1,177	642
		University of the West	11	9	10	10
		Vanguard Univ. of Southern California	66	50	53	56
		West Coast Univ.-OC	-	-	7	2
		Westcliff University	107	114	148	123
		Whittier College	62	39	64	55
		Woodbury University	30	8	10	16
52.0701	Entrepreneurship/ Entrepreneurial Studies	Azusa Pacific University	3	3	2	3
		Loyola Marymount Univ.	62	52	66	60
		Mount Saint Mary's Univ.	1	-	1	1
		University of La Verne	-	1	-	0
		Westcliff University	-	-	2	1
		Supply Total/Average	11,469	10,876	10,881	11,075

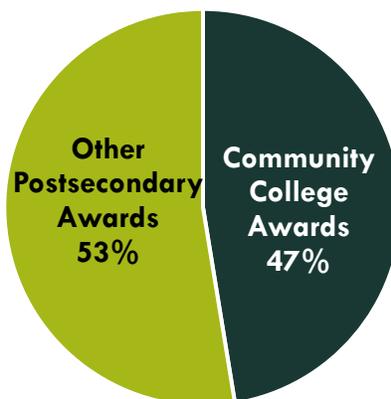
Exhibit 13 shows the breakdown of other postsecondary awards by award type. The majority of awards issued by other postsecondary schools are bachelor's degrees (96%).

Exhibit 13: Other postsecondary awards by award type, 2021-2023

Award Type	# of Awards	% of Awards
Bachelor's degrees	10,631	4%
Sub-baccalaureate awards	444	96%
Total	11,075	100%

Exhibit 14 shows the proportion of community college awards conferred in the greater Los Angeles/Orange County region compared to the number of other postsecondary awards for the programs in this report. The majority of awards conferred in these programs are awarded by other institutions in the greater Los Angeles/Orange County region.

Exhibit 14: Percentage of community college awards compared to other postsecondary institution awards in the Los Angeles/Orange County region



APPENDIX: OCCUPATION DESCRIPTIONS

LA COE prepared this report to provide regional labor market supply and demand data related to these target occupations:

- **General and Operations Managers (11-1021)** Plan, direct, or coordinate the operations of public or private sector organizations, overseeing multiple departments or locations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services. Usually manage through subordinate supervisors.⁹
- **Administrative Services Managers (11-3012)** Plan, direct, or coordinate one or more administrative services of an organization, such as records and information management, mail distribution, and other office support services.¹⁰

⁹ [General and Operations Managers \(bls.gov\)](https://www.bls.gov)

¹⁰ [Administrative Services and Facilities Managers \(bls.gov\)](https://www.bls.gov)

- **Buyers and Purchasing Agents (13-1020)** This occupation includes the 2018 SOC occupations¹¹:
 - **Buyers and Purchasing Agents, Farm Products (13-1021)** Purchase farm products either for further processing or resale. Includes tree farm contractors, grain brokers and market operators, grain buyers, and tobacco buyers. May negotiate contracts.
 - **Wholesale and Retail Buyers, Except Farm Products (13-1022)** Buy merchandise or commodities, other than farm products, for resale to consumers at the wholesale or retail level, including both durable and nondurable goods. Analyze past buying trends, sales records, price, and quality of merchandise to determine value and yield. Select, order, and authorize payment for merchandise according to contractual agreements. May conduct meetings with sales personnel and introduce new products. May negotiate contracts. Includes assistant wholesale and retail buyers of nonfarm products.
 - **Purchasing Agents, Except Wholesale, Retail, and Farm Products (13-1023)** Purchase machinery, equipment, tools, parts, supplies, or services necessary for the operation of an establishment. Purchase raw or semifinished materials for manufacturing. May negotiate contracts.
- **Cost Estimators (13-1051)** Prepare cost estimates for product manufacturing, construction projects, or services to aid management in bidding on or determining price of product or service. May specialize according to particular service performed or type of product manufactured.¹²

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DATA SOURCES

- O*NET Online
- Lightcast (formerly Emsi)
- Bureau of Labor Statistics (BLS)
- California Employment Development Department, Labor Market Information Division, OES
- California Community Colleges Chancellor’s Office Management Information Systems (MIS)
- Self-Sufficiency Standard at the Center for Women’s Welfare, University of Washington
- Chancellor’s Office Curriculum Inventory (COCI 2.0)



POWERED BY



¹¹ [Purchasing Managers, Buyers, and Purchasing Agents \(bls.gov\)](https://www.bls.gov)

¹² [Cost Estimators \(bls.gov\)](https://www.bls.gov)

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