

BUSINESS CAREER DEVELOPMENT - ACADEMIC CERTIFICATE (3001)

- Communicate effectively in written and oral forms with proficient use of technology.

Division: Business Division

Code	Title	Credits
General Education Requirements (9-10 Credits)		
<i>Written & Oral Communication (3)</i>		
ENG 101	College Composition I	3
or ENG 102	College Composition II	
<i>Technological Competency/Quantitative Knowledge, & Skills (3-4)</i>		
Select one of the following:		3-4
CIS 131, CIS 135, MTH 100, MTH 101, MTH 103, MTH 113, MTH 114, MTH 119, MTH 120, MTH 127		
<i>Society & Human Behavior (3)</i>		
Select one of the following:		
ART 100, ART 101, ART 102, MUS 100, MUS 109, MUS 117, FRN 101, FRN 102, SPN 101, SPN 102, CIN 101, PSY 101, PSY 102, PSY 219, SOC 101, SOC 108, SOC 219, POL 104, ANT 101, ANT 105		3
Major Requirements (16-18 Credits)		
BUS 101	Business Organization & Mgmt	3
BUS 201	Principles of Management	3
ACC 101	Prin of Accounting I Financial	4
Select any two of the following based on your curriculum (degree program):		6-8
ACC 102, ACC 201, ACC 202, ACC 211, ACC 231, ACC 232		
BUS 100, BUS 203, BUS 204, BUS 207, BUS 211, BUS 213, BUS 221, BUS 231, BUS 251, BUS 252, BUS 253		
FIN 101, FIN 201, FIN 207, FIN 209, FIN 211		
HMM 103, HMM 226, HMM 261, HMM 263, HMM 264		
SCM 101, SCM 201, SCM 219, SCM 229, SCM 239, SCM 249		
Additional Course Requirements (6 Credits)		
ECO 101	Principles of Economics I (Macro)	3
ECO 102	Principles of Economics II	3
Total Credits		31-34

Notes:

1. For an explanation of why General Education courses are included in this Program, please refer to the Section on General Education for an explanation of its Purpose and Requirements.
2. This plan assumes the student is eligible to enroll in College Level Courses (designated as 100 +, e.g., ACC 102 Prin Accounting II Managerial, HST 131 Latin American History I, MTH 221 Calc with Analytic Geom III). Placement results will determine College Level Readiness in English and Mathematics.

Upon completion of this certificate, graduates will be able to:

- Demonstrate knowledge of basic business principles;
- Communicate effectively using business terms and concepts;
- Explain and apply motivational theories in business;