

Introduction to Management Certificate

Degree Code: BUS-2223

Minimum GPA: 2.0

Minimum Hours: 30

Name: _____ ID: _____ Date: _____

The purpose of this certificate program is to offer an introduction into the field of management that will help prepare the students for immediate job readiness.

	4	ACC 111	Financial Accounting
	2	ACC 219	Quickbooks
	3	BUS 116	Principles of Marketing
	3	BUS 125	Business Communication
	3	BUS 128 or BUS 210	Intro to Management or Principles of Management
	2	BUS 129	Business Organization
	2	BUS 212	Advertising
	3	BUS 230	Human Resource Management
	3	ENG 111 or ENG 124	English Composition I or Technical Communication I
	3	ENG 112 or ENG 221	English Composition II or Technical Communication II
	1	INT 111	Career Development
	1	SEM 111	College Success

Possible Career Opportunities

Retail Store Manager, Business Manager, Director of Human Resources, Property Manager, Real Estate Manager, Manager for Educational Institutions, Financial Services, Architectural Firms, Construction Firms, Engineering Firms, Industrial Firms, Manufacturing Firms or Health Services Organizations

O*NET Links: www.onetonline.org

SOC Codes: 11-1021.00

I have received a copy and agree to follow this degree audit:

Student: _____ Advisor: _____ Date _____