

BUSINESS MANAGEMENT CERTIFICATE





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The Business Management certificate provides students with the knowledge and skills needed for an entry-level supervisory position in a business environment. The curriculum focuses on management, leadership, communication, and technology skills. Additionally, the students are introduced to basic marketing, accounting, economic, legal, and human resource concepts. This certificate flows seamlessly into the Associate of Applied Business Degree in Business Administration.

Business Administration Certificate

Technical Standards

See here for details.

Code	Title	Hours
ACC 1010	Corporate Accounting Principles	4
AOT 2640	Spreadsheet Software and Applications	3
BUS 2100	Business Law	3
COM 1160	Business Communications	3
CPT 1250	Computer Applications in the Workplace	3
ECN 1430 or ECN 1410	Micro Economics Macro Economics	3
MGT 1010 	Principles of Management	3
		
MGT 2000	Human Resource Management	3
MGT 2010	Organizational Behavior	3
MKT 1010 	Principles of Marketing	3
		
Total Hours		31