

SMALL BUSINESS MANAGEMENT, CERTIFICATE OF PROFICIENCY

Certificate Description

The program of study is a core of business courses, which are designed to prepare the student for ownership and operation of a small enterprise. These specialized courses stress the role of the entrepreneur.

Certificate Requirements

Code	Title	Credit Hours
ENGL 151	English I	3
ACCT 121 or ACCT 161	Fundamentals of Accounting Principles of Accounting I	3
BUSN 131	Introduction to Business Administration	3
BUSN 134	Principles of Marketing	3
BUSN 170	Small Business Management	3
BUSN 251	Business Law I	3
BUSN 271	Principles of Management	3
CSIT 123	Integrated Office Software	3
Small Business Management Certificate Electives (p. 1)		12
Total Credit Hours		36

Small Business Management Certificate Electives

Code	Title	Credit Hours
ACCT 162	Principles of Accounting II	3
BUSN 210	Business Communications	3
BUSN 220	Career Management and Professional Behavior	3
BUSN 252	Business Law II	3
BUSN 270	Principles of Advertising	3
CSIT 126	Intermediate Spreadsheets and Database	3
MATH 156	Introduction to Statistics	3