

Management Certificate



Business, Management, Marketing & Technology Career Pathway

People with management skills are employed in every industry in the career world. This program will build on your natural ability to get along with people and help develop your leadership potential. The focus in this program is on the principles, theories, and application of planning, organizing, leading, staffing, and evaluating results. Having good communication skills and the ability to make reliable decisions without supervision are essential to beginning a career in management.

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| Minimum credits: | 30 |
| Minimum cumulative GPA: | 2.0 |
| Minimum JCC credits: | 12 |
| MACRAO agreement: | No |

GENERAL EDUCATION REQUIREMENTS — (9 credits)

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| ENG 131 Writing Experience | .3 |
| ENG 232 Technical & Business Writing | .3 |
| MTH 112 Business Math | .3 |
| • or MTH 120* Beginning Algebra or higher | .3 |

MANAGEMENT CORE REQUIREMENTS — (16 credits)

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| ACC 216 General Accounting | .4 |
| • or ACC 231* Principles of Accounting I | .4 |
| BUS 131 Introduction to Business | .3 |
| BUS 150 Leadership | .3 |
| • or BUS 155 Human Relations | .3 |
| BUS 223 Human Resource Management | .3 |
| • or BUS 105 Customer Service | .3 |
| BUS 234 Principles of Management | .3 |

ELECTIVES

Select electives from classes in ACC, BUS, ECN, FIN, ITE, SPH in order to meet 30 credits required for certificate.

**MTH 120 or equivalent is a requirement for ACC 231.*