

# BUSINESS ADMINISTRATION, MANAGEMENT - CERTIFICATE



## MGTC

The Management Certificate begins with a study of basic principles, concepts and procedures. Upon successful completion of these initial courses, students apply their knowledge in a capstone management strategy course. This final course allows students to apply previous learning through cases, simulations and integrated activities. Students are expected to use and demonstrate reasoning skills, strategies and a basic understanding of decision-making.

Successful completion of this certificate provides students with both an academic foundation and practical skills in the field of management. It is ideal for individuals already working in the business world who seek opportunities for personal and professional growth in for-profit and non-profit firms.

**Note:** All credits earned in this certificate program can be applied toward the associate in science degree in Business program with a concentration in Management or General Business. Many courses require prerequisites, corequisites and/or testing. See course descriptions for details.

### Certificate Requirements

Code	Title	Hours
ACCT 1010	Financial Accounting	4
ACCT 1020	Managerial Accounting	4
BUSN 1000	Workplace Relationships	3
BUSN 1010	Introduction to Business	3
BUSN 1060	Leadership Development	3
BUSN 2050	Principles of Management	3
BUSN 2060	Principles of Marketing	3
BUSN 2070	Management Strategy	3
BUSN 2350	Human Resources Management	3
Subtotal		29
Total Hours		29

### Recommended Course Sequence

Course	Title	Hours
<b>Year 1</b>		
<b>Semester 1</b>		
ACCT 1010	Financial Accounting	4
BUSN 1010	Introduction to Business	3
Hours		7
<b>Semester 2</b>		
ACCT 1020	Managerial Accounting	4
BUSN 1000	Workplace Relationships	3
BUSN 2050	Principles of Management	3
Hours		10

### Year 2

#### Semester 1

BUSN 1060	Leadership Development	3
BUSN 2060	Principles of Marketing	3
BUSN 2350	Human Resources Management	3
Hours		9

#### Semester 2

BUSN 2070	Management Strategy	3
Hours		3
Total Hours		29