Business Specialist College Certificate

College Credit Certificate (CCC)

2024 - 2025

Student's Name: _____

Student's ID Number: _____

Pathway Navigator: _____ **Faculty Advisor:** ***Kim Allan***

Major Courses (12 hours)

The purpose of this program is to prepare students for an entry level postion in a business setting. Students will gain technical knowledge and skills to prepare for further education and careers in the Business Adminstration and Mangement career cluster.

☐	CGS1570 Microcomputer Applications	3
☐	MNA1100 Human Relations in Management#	3
☐	ACG2001 Financial Accounting I*	3
☐	MAN2021 Principles of Management	3

Developmental Courses

☐	ENC0022 Dev. Writing I & II Combined*	3
☐	REA0019 Dev. Reading I & II Combined*	3
☐	MAT0012 Dev. Arithmetic with Algebra*	3

Key

+ = Prerequisite or co-requisite required
* = Minimum grade of "C" required
@ = Course meets Civic Literacy Requirement
●= General Education Core course
#=Applies to A.S. and Certificate Programs

Notes

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