

BUSINESS FUNDAMENTALS CERTIFICATE

Program Description

The Business Fundamentals Certificate provides students a broad introduction to the core principles and practices involved with operating a business. The program's five-course curriculum allows students to gain knowledge in entry-level business functions and build soft skills in areas such as communication and teamwork in one year or less. In addition to developing in-demand skills that apply to every industry, students will build professional credibility and gain a competitive advantage in today's entry-level job market.

Program Learning Outcomes

- Explain which functional areas are needed to operate any type of business organization.
- Demonstrate the basic vocabulary and skills necessary to communicate effectively in a business environment.
- Prepare and analyze accounting records and financial statements to inform business decisions.

Requirements

Code	Title	Hours
Department Requirements		
ACTG 132	Principles of Accounting I	4
BUSN 121	Introduction to Business	3
BUSN 231	Business Communications	3
FINC 245	Principles of Finance	3
MRKT 281	Marketing Principles/ Strategy	3
Total Hours		16

A minimum of 16 credits must be earned for graduation with a cumulative gpa of 2.00 or higher.