

Student Name

ID Number

ADVANCED TECHNICAL CERTIFICATE
BUSINESS MANAGEMENT
2009 - 2010

GENERAL EDUCATION CORE	REQ	COMP	NEED
COMM 202 Interpersonal Communications	3		
ENGL 101 College Writing	3		
HRPT 184 Diversity in Organizations OR	3		
HRPT 1845 Intro to Prof Human Relations			
ECON 101, 102, 201 OR 202	3		
CORE TOTAL	12		

PROGRAM REQUIREMENTS	REQ	COMP	NEED
CITPT 110 Business Computer Skills	3		
CITPT 212 Spreadsheet and Databases	3		
GNBPT 185 Applied Written Communications	3		
GNBPT 202 Professional Math Applications	3		
GNBPT 296 Work-based Learning (Co-op)	6		
LAWPT 265 Business Law	3		
MGTPT 205 Small Business Management	3		
MGTPT 220 Supervision	3		
MGTPT 275 Intro to Human Resource Mgmt.	3		
MKTPT 130 Intro to Marketing	3		
MKTPT 207 Retailing	3		
MKTPT 211 Business Accounting	3		
MKTPT 225 Personal Selling	3		
MKTPT 235 Career Skills	3		
MKTPT 251 Organizational Leadership, OR Any combination of MKTPT 251 and MKTPT 252, OR BUS 360 (3 cr) & MKTPT 251 (1 cr)	8		
MKTPT 270 Applied Marketing	3		
PROGRAM REQUIREMENTS TOTAL	56		
BUSINESS MGMT CERTIFICATE TOTAL	68		

NOTES, SUBSTITUTIONS & WAIVERS

Division Chair _____ Date _____

Advisor _____ Date _____