



Business Administration - Certificate
Curriculum Code C25120

Course Number	Course Title	Prerequisites	Class	Lab	Credit
	First Semester: Fall				
ACC 120	Principles of Financial Accounting		3	2	4
BUS 137	Principles of Management		3	0	3
BUS 147	Business Insurance		3	0	3
	Semester Totals		9	2	10
	Second Semester: Spring				
BUS 285	Business Management Issues	BUS 137	2	2	3
CIS 111	Basic PC Literacy ¹		1	2	2
MKT 120	Principles of Marketing		3	0	3
	Semester Totals		6	4	8
	Cumulative Totals				18

¹CIS 110 can substitute for CIS 111