

The Certificate of Proficiency and the Technical Certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.



## TECHNICAL CERTIFICATE BUSINESS MANAGEMENT & SUPERVISION

CIP Code: 52.0201; Degree Code: 4390

Student Name \_\_\_\_\_ Student ID \_\_\_\_\_ Advisor \_\_\_\_\_

AY2025-2026

Possible Prerequisites			Semester	Hours	Grade	ACTS
ENGL	00191	Writing Seminar		NC		
ENGL	00193	English Fundamentals		NC		
MATH	01071	Foundations of Math Reasoning		NC		
MATH	03163	Math Fundamentals		NC		

First Semester 17 credit hours			Semester	Hours	Grade	ACTS
DASC	12003	Artificial Intelligence (AI) for Productivity		3		
LEAD	11101	Leadership Development 1		1		
MATH	11103	Quantitative Literacy		3		MATH1113
MGMT	20073	Supervisory Management		3		
BINS	11203	Microcomputer Applications		3		
BUSI	10103	Introduction to Business		3		BUS1013
UNIV	10001	College & Life Skills		1		

Second Semester (15 credit hours)			Semester	Hours	Grade	ACTS
ENGL	20203	Workplace Essentials or Higher-level English		3		ENG2023
BLAW	20003	Legal Environment of Business		3		BLAW2003
MGMT	20003	Introduction to Management		3		
BINS	12303	Introduction to Database Management		3		
PSYC	10103	Human Relations		3		

### Minimum Required Credit Hours (32)

Expected Graduation Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_