

**■ FINANCIAL SERVICES CERTIFICATE (FNSC)**

This certificate in Financial Services is designed to prepare students for entry level positions in the financial services industry, which includes banking, insurance and investments. Also, individuals who are already working in the industry and seeking promotion to a higher position can benefit from earning this certificate. Courses in accounting, personal income taxes, personal finance, money and banking and investments will provide a strong foundation. A course in sales will enable the student to acquire tools to sell the types of products offered by companies in the industry.

**Note:** All credits earned in this certificate program can be applied toward the associate degree program in Business with a concentration in Financial Services (except ACCT 1500) or General Business.

COURSE NO.	COURSE NAME	CREDITS
<input type="checkbox"/> ACCT 1010	Financial Accounting	4
<input type="checkbox"/> ACCT 1020 <b>P</b>	Managerial Accounting	4
<input type="checkbox"/> ACCT 1500	Personal Income Taxes	3
<input type="checkbox"/> BUSN 1010	Introduction to Business	3
<input type="checkbox"/> BUSN 1040	Personal Finance	3
<input type="checkbox"/> BUSN 1110	Sales	3
<input type="checkbox"/> BUSN 2050 <b>P</b>	Principles of Management	3
<input type="checkbox"/> BUSN 2110	Money and Banking	3
<input type="checkbox"/> BUSN 2120	Investments	3
<b>Total Credits Required for Certificate</b>		<b>29</b>

**■ MANAGEMENT CERTIFICATE (MGTC)**

The certificate program in Management begins with a study of basic principles, concepts and procedures. Upon successful completion of these initial courses, students apply their knowledge in a capstone management strategy course. This final course allows students to apply previous learning through cases, simulations and integrated activities. Students are expected to use and demonstrate reasoning skills, strategies and a basic understanding of decision-making.

**Note:** All credits earned in this certificate program can be applied toward the associate degree program in Business with a concentration in Management or General Business.

COURSE NO.	COURSE NAME	CREDITS
<input type="checkbox"/> ACCT 1010	Financial Accounting	4
<input type="checkbox"/> ACCT 1020 <b>P</b>	Managerial Accounting	4
<input type="checkbox"/> BUSN 1000	Workplace Relationship Skills	3
<input type="checkbox"/> BUSN 1010	Introduction to Business	3
<input type="checkbox"/> BUSN 1060	Leadership Development	3
<input type="checkbox"/> BUSN 2050 <b>P</b>	Principles of Management	3
<input type="checkbox"/> BUSN 2060 <b>P</b>	Principles of Marketing	3
<input type="checkbox"/> BUSN 2070 <b>P</b>	Management Strategy	4
<input type="checkbox"/> BUSN 2350	Human Resources Management	3
<b>Total Credits Required for Certificate</b>		<b>30</b>

**P** This course has a prerequisite. See Course Descriptions section for class hours, prerequisites and corequisites.