

Requirements 2012-2013

Courses may be subject to prerequisites and minimum grade requirements.

Check online at bellevuecollege.edu/catalog/courses.

Course	Course Title	Credits
ACCT 101	Practical Accounting I OR	5
ACCT 225	Survey of Financial & Managerial Accounting (5 Cr)	5
BTS 161	Computer & Software Fundamentals OR	5
BTS 165	Business Spreadsheet Analysis & Design (5 Cr)	5
BUS 221	Human Resource Management OR	5
BUS 222	Advanced Leadership & Management (5 Cr)	5
BUS 250	Entrepreneurship	5
MKTG 110	Client Customer Relations	5
MKTG 154	Principles of Marketing	5
GRAND TOTAL		30

Program Contact Info: bellevuecollege.edu/programs/az/ **Business Management**

Use Degree Audit to track your progress toward completion of this certificate at bellevuecollege.edu/degreeaudit

Please refer to bellevuecollege.edu/programs/degrees/ for latest certificate updates and further information.

All coursework applied to this certificate must be approved by program chair.

Submit completed form to Enrollment Services when applying for graduation.

Student Name: _____

SID: _____

Program Requirements Courses may be subject to minimum grade requirements and prerequisites			Approved Substitution/Transfer Credit					
Course	Course Title	Cr	School	Course	Cr	Grade	Qtr	Yr
ACCT 101 ACCT 225	Practical Accounting I OR Survey of Financial & Managerial Accounting	5						
BTS 161 BTS 165	Computer & Software Fundamentals OR Business Spreadsheet Analysis & Design	5						
BUS 221 BUS 222	Human Resource Management OR Advanced Leadership & Management	5						
BUS 250	Entrepreneurship	5						
MKTG 110	Client Customer Relations	5						
MKTG 154	Principles of Marketing	5						
TOTAL:		30						

Exceptions to degree or certificate requirements and graduation information: <http://bellevuecollege.edu/enrollment/graduation/>

Completed form must be submitted to the Evaluations/Graduation Office when applying for graduation.

Program Chair: _____ Date: _____