

# Business: Certificate of Competence (Management Essentials)

## Fall (Semester 1)

Course	Course Title/Category	Credits
BUS 120	Principles of Business	3
MGT 120	Principles of Management	3
MGT 122	Human Relations in Management	3
	Mathematics	3

## Spring (Semester 2)

Course	Course Title/Category	Credits
MGT 124	Human Resource Management	3
	Communication: A.S. Core Options	3
	Oral Communication: SP 151 or SP 251	3
	<b>Total Credits</b>	<b>21</b>

## Category Descriptions

### Communication: A.S. Core Options

Refer to the "General Education/Skills Core Options Course List" under the "Programs (Certificates and Degrees)" section of the catalog for a list of courses that will fulfill this category.

### Mathematics

Choose from the following:

MATH 100 (3), MATH 103 (3),

Any MATH course higher than MATH 103 will also fulfill this category.