

Program:	Management - Certificate of Achievement
Meta-major:	Business, Entrepreneurship, & Law



	Fall Year 1		Spring Year 1	
	1-8 week	9-16 week	1-8 week	9-16 week
BUS 001 INTRODUCTION TO BUSINESS <i>Advisories: ENGLISH 028 and ENGLISH 067</i> or SUPV 012 WRITTEN COMMUNICATIONS 3 units	MGMT 013 SMALL BUSINESS ENTREPRENEURSHIP 3 units	MGMT 002 ORGANIZATION AND MANAGEMENT THEORY 3 units	MGMT 031 HUMAN RELATIONS FOR EMPLOYEES 3 units	
		SUPV 001 ELEMENTS OF SUPERVISION 3 units	MGMT 033 HUMAN CAPITAL MANAGEMENT 3 units	
8-week Units:	3	3	6	6
Semester Units:	6		12	
All courses are available in an online format.		Total Units:		18

Program:	Management: Small Business - Certificate of Achievement
Meta-major:	Business, Entrepreneurship, & Law



	Fall Year 1		Spring Year 1	
	1-8 week	9-16 week	1-8 week	
BUS 001 INTRODUCTION TO BUSINESS <i>Advisories: ENGLISH 028 and ENGLISH 067</i> 3 units	MGMT 013 SMALL BUSINESS ENTREPRENEURSHIP 3 units	BUS 017 COMPUTER GRAPHICS FOR BUSINESS 3 units		
BUS 038 BUSINESS COMPUTATIONS <i>Advisories: ENGLISH 028 and ENGLISH 067</i> or ACCTG 031 MATHEMATICS OF ACCOUNTING 3 units	MGMT 002 ORGANIZATION AND MANAGEMENT THEORY or MGMT 031 HUMAN RELATIONS FOR EMPLOYEES or MGMT 033 HUMAN CAPITAL MANAGEMENT or SUPV 001 ELEMENTS OF SUPERVISION 3 units			
ACCTG 023 RECORDKEEPING FOR SMALL BUSINESS 3 units	[take BUS 017 this semester, if offered]			
8-week Units:	9	6	3	
Semester Units:	15			
All courses are available in an online format.		Total Units:		18

Program:	Retail Management (WAFB) - Certificate of Achievement
Meta-major:	Business, Entrepreneurship, & Law



	Fall Year 1		Spring Year 1	
	1-8 week	9-16 week	1-8 week	9-16 week
SUPV 012 WRITTEN COMMUNICATION FOR SUPERVISORS 3 units	MARKET 021 PRINCIPLES OF MARKETING <i>Advisories: ENGLISH 028 and ENGLISH 067</i> 3 units	MGMT 002 ORGANIZATION AND MANAGEMENT THEORY 3 units	MGMT 033 HUMAN CAPITAL MANAGEMENT 3 units	
MARKET 031 RETAIL MERCHANDISING 3 units	MGMT 031 HUMAN RELATIONS FOR EMPLOYEES 3 units	BUS 017 COMPUTER GRAPHICS FOR BUSINESS 3 units	ACCTG 021 BOOKKEEPING AND ACCOUNTING I 3 units	
			ACCTG 055 ACCOUNTING COMPUTER LABORATORY 1 unit	
8-week Units:	6	6	6	7
Semester Units:	12		13	
All courses are available in an online format.		Total Units:		25