



Career Studies include variable length programs for students. Options amount to the equivalent of one or more semesters of full-time community college work (9-29 credits).

To be admitted to a Career Studies Certificate Program, one must meet the general requirements for admission to the College. Some courses may require prerequisites or demonstrated entry-level proficiency.

Career Studies (221-212-23)

## Retail Sales and Customer Service<sup>TP</sup>

		<i>LecLab Crse</i>		
		<i>Hrs.</i>	<i>Hrs.</i>	<i>Cr.</i>
BUS 100	Intro to Business	3	0	3
BUS 111	Prin. of Supervision	3	0	3
BUS 236	Comm. in Mgt.	3	0	3
IND 137	Team Concepts & Problem Solving	3	0	3
MKT 100	Prin. of Marketing	3	0	3
MKT 110	Prin. of Selling	3	0	3
MKT 216	Retail Org. & Mgt.	3	0	3
MKT 282	Prin. of E-Commerce	3	0	3
SDV 106	Prep for Employment	1	0	1
<b>Total</b>		<b>25</b>		

### 25 credits required to graduate

<sup>TP</sup>This program is part of the Tech Prep Initiative: see your advisor for more information.

### Faculty Contacts

Ms. Fran Doyle

Location: Phillips-Taylor Hall