



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 (221-212-24)

Small Business Management^{TP}

Lec Hrs. Lab Hrs. Crse Cr.

First Semester

ACC 111	Accounting I	3	0	3
BUS 205	Human Resource Mgt.	3	0	3
ITE 115	Intro to Computer Apps	3	0	3
MKT 100	Principles of Marketing	3	0	3
SDV 106	Prep for Employment	1	0	1
Total				13

Second Semester

ACC 124	Payroll Accounting	3	0	3
BUS 165	Small Business Mgt.	3	0	3
ECO 120	Survey of Economics	3	0	3
MKT 282	Principles of E-Commerce	3	0	3
Total				12

25 credits required to graduate

^{TP}This program is part of the Tech Prep Initiative; please see your advisor for additional information.

Faculty Contacts

Ms. Fran Doyle

Location: Phillips-Taylor Hall