

CERTIFICATE OF ACHIEVEMENT

This program was developed out of a collaborative effort between the retail industry and the College. The curriculum encompasses several business essentials, including management and communication, required for career success.

**STUDENT LEARNING OUTCOMES - Graduates of this program will have the opportunity to:**

- Demonstrate a strong foundation in writing, oral communications, math applications and computer literacy.
- Understand the fast-paced challenges prevalent in the retail industry.
- Understand the scope of the retail manager’s job and an understanding of the basic requirements for success performance management.

**GENERAL EDUCATION REQUIREMENTS (3 Credits):**

	CR	SEMESTER
COMMUNICATIONS: BUS 108	3	_____

**SPECIAL PROGRAM REQUIREMENTS (27 Credits):**

	CR	SEMESTER
ACC 135B Bookkeeping I or ACC 201 Financial Accounting	3	_____
BUS 109B Business Mathematics	3	_____
COM 101 Oral Communication	3	_____
IS 101 Introduction to Information Systems	3	_____
MGT 201 Principles of Management	3	_____
MGT 212 Leadership and Human Relations	3	_____
MGT 283 Introduction to Human Resources Management	3	_____
MKT 127 Introduction to Retailing	3	_____
MKT 210 Marketing Principles	3	_____

Computation included in ACC 135B or ACC 201  
Human Relations included in MGT 212

**NOTE:** Courses with a B suffix (example - XYZ 123B) may be non-transferable for a NSHE baccalaureate degree.

RTLMTGT-CT

**30**  
Total Credits

Students may elect to graduate using the degree requirements in effect at the time of matriculation, or when they declared or changed major or the current catalog. If a program is official after a student has matriculated, the student may choose the degree requirements of the new program. In no case may a student use a catalog which is more than six years old at the time of graduation.

**Guided Pathway**  
**Certificate of Achievement-Retail Management (CA)**  
**Total Credits 30**

<b>First Semester</b>	<b>Requirement</b>	<b>Credit Hours</b>	<b>Term</b>
BUS 108	Communications	3	
COM 101	Oral Communication	3	
IS 101	Introduction to Information Systems	3	
MGT 212	Leadership and Human Relations	3	
	<b>Total</b>	<b>12</b>	
<b>Second Semester</b>	<b>Requirement</b>	<b>Credit Hours</b>	<b>Term</b>
BUS 109B	Business Mathematics	3	
ACC 135B or ACC 201	Bookkeeping I and Financial Accounting	3	
MGT 201	Principles of Management	3	
	<b>Total</b>	<b>9</b>	
<b>Third Semester</b>	<b>Requirement</b>	<b>Credit Hours</b>	
MGT 283	Human Resources Management	3	
MKT 127	Retail Marketing	3	
MKT 210	Marketing Principles	3	
	<b>Total</b>	<b>9</b>	
	<b>Certificate Total</b>	<b>30</b>	