

**BUSINESS MANAGEMENT:**  
**Business Information Technology**  
Career Studies Certificate

**AL, AN, LO, MA, WO, ELI\***

*Purpose:* The curriculum is designed to provide the foundations of business information technology and the first award for persons who intend to pursue certificate and/or associate degree programs in business-related fields. The courses in this career studies program provide foundations in basic business practices that can be applied to a variety of certificate and degree programs.

\* Graduation requirements are certified by a faculty advisor at a campus offering this major.

<b>One Semester</b>		<b>Credits</b>
BUS	100 Introduction to Business	3
—	BUS, IT, or AST Elective	3
ITE	115 Intro. to Computer Applications & Concepts	3
—	ENG/SPD Elective	3
<sup>1</sup> —	Social Science Elective	<u>3</u>
<b>Total</b>		<b>15</b>

**Total credits for the Business Information Technology Career Studies Certificate = 15.**

<sup>1</sup> The social science elective may be selected from the economics, geography, history, political science, psychology, or sociology (includes anthropology) courses listed on page 54.