

BUSINESS MANAGEMENT:

Leadership Development

Career Studies Certificate

AL, AN, LO, MA, WO, ELI

Purpose: This certificate in Leadership Development combines communication and human relations competencies with specialized business courses. It is designed for individuals who are currently, or hope to be, in leadership, human resource, or supervisory managerial positions in the private or not-for-profit sector, or governmental organizations. The certificate is especially appropriate for individuals who have a degree related to their field of employment, but who lack training in team leadership or management skills. The program emphasizes practical application of leadership concepts and theories to prepare students for team leadership positions.

One Year		Credits
1st Semester		
BUS	100 Introduction to Business or BUS 200 Principles of Management	3
¹ BUS	111 Principles of Supervision or BUS 201 Organizational Behavior	3
CST	227 Bus. & Professional Communication or ENG 116 Writing for Business	<u>3</u>
Total		9
2nd semester		
BUS	117 Leadership Development or BUS 297 Cooperative Education	3
BUS	205 Human Resource Management	3
SDV	Elective	<u>1</u>
Total		7

Total credits for the Leadership Development Career Studies Certificate = 16

¹For students with minimal work experience, BUS 100 and BUS 111 are recommended. Consult a faculty advisor to make the appropriate choices.