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Business Management and Entrepreneurship - Sales Associate

Degree Pathway

A Certificate is outlined coursework that is designed to prepare a student to head out into the workforce in a short timeframe or for career advancement. This certificate totals 33 credit hours. Consult with an advisor for more information.

(T) are Systemwide Transfer Courses

(★) are recommended for this degree pathway.

Required Courses			
Course ID	Course Title	Credit Hours	Notes
BU121	Customer Service/Professional Image	3.00	Summer 2026, Fall 2026, Spring 2027
BU141	Sales Management	3.00	Summer 2026, Fall 2026, Spring 2027
Electives			
Course ID	Course Title	Credit Hours	Notes
BU105 Introduction to Business OR EC100 Macroeconomics		3.00	
BU105	Introduction to Business (T)	3.00	Summer 2026, Fall 2026, Spring 2027
EC100	Macroeconomics (T)	3.00	Summer 2026, Fall 2026, Spring 2027
BU108 Business Mathematics OR BU142 Principles of Retailing		3.00	
BU108	Business Mathematics	3.00	Summer 2026, Fall 2026, Spring 2027
BU142	Retailing	3.00	Fall 2026
BU109 Business Communications OR SH101 Public Speaking		3.00	
BU109	Business Communications (T)	3.00	Summer 2026, Fall 2026, Spring 2027
SH101	Public Speaking (T)	3.00	Summer 2026, Fall 2026, Spring 2027
BU118 Introduction to Leadership OR BU147 Internship I OR BU148 Internship II		3.00	
BU118	Introduction to Leadership (T)	3.00	Fall 2026, Spring 2027
BU147	Internship I	2.00	Summer 2026, Fall 2026, Spring 2027
BU148	Internship II	2.00	Summer 2026, Fall 2026, Spring 2027
BU204 Small Business Management OR BU205 Business Law		3.00	
BU204	Small Business Management	3.00	Summer 2026, Spring 2027 Prereg: BU100 Small Business Accounting, or Departmental Consent, or BU101 Accounting I.
BU205	Business Law I (T)	3.00	Fall 2026, Spring 2027
BU217 Spreadsheet Management OR IS104 Microcomputer Applications		3.00	
BU217	Spreadsheet Management	3.00	Fall 2026, Spring 2027
IS104	Microcomputer Applications (T)	3.00	Summer 2026, Fall 2026, Spring 2027

Business Management and Entrepreneurship Accounting Options		3.00	
BU100	Small Business Accounting	3.00	Summer 2026, Fall 2026, Spring 2027
BU101	Accounting I ▶	3.00	Summer 2026, Fall 2026, Spring 2027
Composition Options		3.00	
EN101	English Composition IA ▶	3.00	Summer 2026, Fall 2026, Spring 2027 Prereq: HS GPA over 3.0, or Accu NG Writing Score 255+ & Accu NG Reading Score 255+, and ACT Reading Score of 18 or above, or ACT English Score of 18 or above.
EN107	Business English Grammar & Composition	3.00	Fall 2026, Spring 2027
EN108	Career and Technical Writing	3.00	Fall 2026, Spring 2027
PS100 General Psychology OR PS101 Human Relations		3.00	
PS100	General Psychology ▶	3.00	Summer 2026, Fall 2026, Spring 2027
PS101	Human Relations	3.00	Summer 2026, Fall 2026, Spring 2027

Total Credits: 33.00