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# Business Management and Entrepreneurship - Supervision - CERT B

**Semester-by-Semester 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. Not all courses are offered each semester.

( ) are Systemwide Transfer Courses

( ★ ) are recommended for this degree pathway.

| Semester 1 - Fall | | | | |
|---|---|---|---|---|
| **Complete** | **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| **Required Courses** | | | | |
| **Electives** | | | | |
| | **BU105 Introduction to Business OR EC100 Macroeconomics** | | 3.00 | |
| | **BU108 Business Mathematics OR BU142 Principles of Retailing** | | 3.00 | |
| | **BU118 Introduction to Leadership OR BU121 Customer Service/Professional Image** | | 3.00 | |
| | **BU141 Sales Management OR BU147 Internship I OR BU148 Internship II** | | 3.00 | |
| | **BU217 Spreadsheet Management OR IS104 Microcomputer Applications** | | 3.00 | |
| | | **Semester Total:** | **15.00** | |

| Semester 2 - Spring | | | | |
|---|---|---|---|---|
| **Complete** | **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| **Required Courses** | | | | |
| **Electives** | | | | |
| | **BU109 Business Communications OR SH101 Public Speaking** | | 3.00 | |
| | **BU203 Management** | | 3.00 | |
| | **BU204 Small Business Management OR BU205 Business Law** | | 3.00 | |
| | **Business Management and Entrepreneurship Accounting Options** | | 3.00 | |
| | **Composition Options** | | 3.00 | |
| | **PS100 General Psychology OR PS101 Human Relations** | | 3.00 | |
| | | **Semester Total:** | **18.00** | |

**Total Credits**: **33.00**

*Semester offerings reflect the current academic year.

| BU105 Introduction to Business OR EC100 Macroeconomics | | | |
|---|---|---|---|
| **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| BU105 | Introduction to Business | 3.00 | Fall 2026, Spring 2027, Summer 2027 |
| EC100 | Macroeconomics | 3.00 | Fall 2026, Spring 2027, Summer 2027 |

| BU108 Business Mathematics OR BU142 Principles of Retailing | | | |
|---|---|---|---|
| **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| BU108 | Business Mathematics | 3.00 | Fall 2026, Spring 2027, Summer 2027 |
| BU142 | Retailing | 3.00 | Fall 2026 |

| BU109 Business Communications OR SH101 Public Speaking | | | |
|---|---|---|---|
| **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| BU109 | Business Communications | 3.00 | Fall 2026, Spring 2027, Summer 2027 |
| SH101 | Public Speaking | 3.00 | Fall 2026, Spring 2027, Summer 2027 |

| BU118 Introduction to Leadership OR BU121 Customer Service/Professional Image | | | |
|---|---|---|---|
| **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| BU118 | Introduction to Leadership | 3.00 | Fall 2026, Spring 2027 |
| BU121 | Customer Service/Professional Image | 3.00 | Fall 2026, Spring 2027, Summer 2027 |

| BU141 Sales Management OR BU147 Internship I OR BU148 Internship II | | | |
|---|---|---|---|
| **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| BU141 | Sales Management | 3.00 | Fall 2026, Spring 2027, Summer 2027 |
| BU147 | Internship I | 2.00 | Fall 2026, Spring 2027, Summer 2027 |
| BU148 | Internship II | 2.00 | Fall 2026, Spring 2027, Summer 2027 |

| BU203 Management | | | |
|---|---|---|---|
| **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| BU203 | Management | 3.00 | Fall 2026, Spring 2027, Summer 2027 |

| BU204 Small Business Management OR BU205 Business Law | | | |
|---|---|---|---|
| **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| BU204 | Small Business Management | 3.00 | Spring 2027, Summer 2027<br>Prereq: BU100 Small Business Accounting, or Departmental Consent, or BU101 Accounting I. |
| BU205 | Business Law I | 3.00 | Fall 2026, Spring 2027 |

| BU217 Spreadsheet Management OR IS104 Microcomputer Applications | | | |
|---|---|---|---|
| **Course ID** | **Course Title** | **Credit Hours** | **Notes** |

| | | | |
|---|---|---|---|
| BU217 | Spreadsheet Management | 3.00 | Fall 2026, Spring 2027 |
| IS104 | Microcomputer Applications | 3.00 | Fall 2026, Spring 2027, Summer 2027 |

| Business Management and Entrepreneurship Accounting Options | | | |
|---|---|---|---|
| **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| BU100 | Small Business Accounting | 3.00 | Fall 2026, Spring 2027, Summer 2027 |
| BU101 | Accounting I | 3.00 | Fall 2026, Spring 2027, Summer 2027 |

| Composition Options | | | |
|---|---|---|---|
| **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| EN101 | English Composition IA | 3.00 | Fall 2026, Spring 2027, Summer 2027<br>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 | | | |
|---|---|---|---|
| **Course ID** | **Course Title** | **Credit Hours** | **Notes** |
| PS100 | General Psychology | 3.00 | Fall 2026, Spring 2027, Summer 2027 |
| PS101 | Human Relations | 3.00 | Fall 2026, Spring 2027, Summer 2027 |