

BUSINESS STUDIES

RETAILING

Certificate of Proficiency

This program prepares students for employment in retailing. Current employees will benefit from these courses because their skills and knowledge can be upgraded.

- 3 s.h. Retailing (BUSN 247)
 - 3 s.h. Business Law (BUSN 251)
 - 3 s.h. Salesmanship (BUSN 279)
 - 3 s.h. Fundamentals of Accounting (ACCT 121) OR
Principles of Accounting I (ACCT 161)
 - 3 s.h. Introduction to Business Administration (BUSN 131)
 - 3 s.h. Small Business Management (BUSN 170)
 - 3 s.h. Principles of Marketing (BUSN 134)
 - 3 s.h. Principles of Advertising (BUSN 270)
 - 1 s.h. Word Processing (BUSN 126) OR
Microcomputer Keyboarding (BUSN 133)
 - 3 s.h. English I (ENGL 151)
 - 3 s.h. General Psychology (PSYC 172)
- 31 s.h.

TOTAL CREDITS 31