

Business Management

ONETonline.org SOC Code: 43-9061

Certificate in Applied Science

30 Semester Hours[^]

Upon successful completion of the Business Management Certificate in Applied Science, the graduate will be able to:

- Demonstrate a basic knowledge of business organization and procedures
- Demonstrate effective skills in business communication and computation
- Demonstrate basic knowledge in college level math and business tools, including computer applications

Program implementation: Full-time day; part-time evening (contact an advisor for recommended course sequencing)

Recommended Course Sequence – Business Management, Certificate in Applied Science

First Year–Fall Semester				First Year–Spring Semester			
Dept.		Course Title	Sem. Hrs.	Dept.		Course Title	Sem. Hrs.
CIS	114	Introduction to Computer Applications and Concepts	3	BUS	203	Communications in Business OR	3
ENL	101	English Composition I	3	ENL	102	English Composition II	(3)
Elective		Restricted Business Elective	3	Elective		Restricted Business Elective	3
Elective		Business Management Technical Core	3	Elective		Restricted Business Elective	3
Elective		Business Management Technical Core	3	Elective		Business Management Technical Core	3
				Elective		Math Elective (MTH 115 or higher)	3
Total Semester Hours			15	Total Semester Hours			15

Restricted Business Electives (Choose 9 credit hours)

Dept.		Course Title	Sem. Hrs.
ACC	121	Principles of Accounting	3
ACC	230	Income Tax Accounting	3
ACC	235	Managerial Accounting	3
ACC	240	Computerized Accounting	3
ACC	250	Intermediate Accounting I	3
ACC	251	Intermediate Accounting II	3
BUS	110	Introduction to Hospitality	3
BUS	203	Communications in Business	3
BUS	204	Fundamentals of E-Commerce	3
BUS	208	Organizational Behavior	3
BUS	215	Introduction to International Business	3
BUS	230	Introduction to Agribusiness	3
BUS	231	Agribusiness Marketing	3
BUS	232	Agribusiness Entrepreneurship	3
CIS	114	Introduction to Computer Applications and Concepts	3
CIS	117	Word Processing Software	3
CIS	119	Spreadsheet Software	3
CIS	121	Database Management Software	3
CIS	133	Introduction to Web Design	3
FIN	225	Principles of Real Estate I	3
FIN	226	Principles of Real Estate II	3
FIN	231	Business Finance	3
FIN	232	Personal Finance	3
MGT	251	Human Resource Management	3
MGT	262	Small Business Management	3
MTH	115	Business Math	3
MTH	225	Introduction to Statistics	3
TRT	100	Introduction to Travel and Tourism	3
TRT	201	Hospitality Management	3
TRT	202	Tourism Planning	3

Students enrolled in this program may be eligible for related Skill Set Certifications. Students should contact their academic program advisor, or refer to the Skill Set section in Eastern's 2019-2020 Catalog (page 101) for additional information.

^Cost of Attendance is available at:
www.easternwv.edu/documents/financial-aid/cost-attendance

Median loan debt upon completion:
 N/A

Financial Aid is available for those who qualify

See Gainful Employment Disclosure in Eastern's 2019-2020 Catalog (page 26) for more information.

Technical Core (Choose 9 credit hours)

Dept.		Course Title	Sem. Hrs.
ACC	120	Principles of Accounting I	3
BUS	101	Introduction to Business	3
BUS	206	Business Law	3
ECN	201	Principles of Macroeconomics OR	3
ECN	202	Principles of Microeconomics	3
MGT	250	Principles of Management	3
MKT	260	Principles of Marketing	3