

The certificate of proficiency and the technical certificate programs give the student the opportunity to earn certificates while completing steps toward an Associate of Applied Science degree.

2026-2027



**TECHNICAL CERTIFICATE PLAN
GENERAL BUSINESS**

Degree Code: 2520; CIP Code: 52.0201

All technical certificate-seeking students must meet the freshman assessment and placement requirements. If deficiencies exist, the student must complete the required CPT courses.

**A 2.0 GPA is required for graduation from the
Technical Certificate in General Business program.**

**ATTENTION STUDENTS: PLEASE SEE CURRENT CATALOG FOR
ALL FEES AND CHARGES ASSOCIATED WITH THIS CERTIFICATE.**

The Technical Certificate in General Business program is designed to prepare students for a variety of positions in the field of business management.

Program Learning Outcomes for TC General Business Program

1. Students will apply current, legal, ethical, social, financial, and economic environmental factors as they relate to business.
2. Students will apply accounting and economic principles in decision making.

In addition to these program-specific outcomes, students will have demonstrated proficiency in the following general outcomes:

3. Applications of Math and the Natural Sciences appropriate to degree or field of study.
4. Composition and Oral Communication.
5. Utilization of technology appropriate to degree or field of study.

Name: _____
Advisor: _____

Date: _____
Student ID# _____

<u>COURSE CODE</u>	<u>COURSE NAME</u>	<u>CREDIT HOURS</u>	<u>HOURS COMPLETED</u>
General Education (12 credit hours)			
BUSI 20103	Business Communications OR	3	_____
SPCH 10003	Oral Communication		
CPSI 26393	Microcomputer Business Applications	3	_____
ENGL 10103	Composition I (must earn a "C" or better)	3	_____
MATH 10133	Applied Math or higher-level mathematics course	3	_____
Business Core (19 credit hours)			
ACCT 20003	Principles of Accounting I	3	_____
BUSI 10103	Introduction to Business	3	_____
BUSI 21143	Applied Business Ethics	3	_____

Directed Electives (Choose Any 9 credit hours)

Courses taken to satisfy general education and degree requirements cannot be used to fulfill the elective requirement. Choose 9 credit hours from any ACCT, BUSI, CPSI, DMPR, ECON, HIMT, ITEC, MKTG, NUTR OR TRDR courses.

Program Total 30 Hours