# HENDERSON COMMUNITY COLLEGE
## ACADEMIC PLAN/APPLICATION FOR BUSINESS ADMINISTRATION CERTIFICATES
### Entrepreneurship, Leadership, Operations Management, Small Business Management, and Supervisory Management

EMPL ID _____ Major/Program Code _____ Name _____

(Complete shaded areas as applicable) (2013-2014)

| **Academic Success Requirements** (May be required) | Semester Taken | Credit Hours |
|---|---|---|
| ENC 090 - Foundations of College Writing I | | 3* |
| ENC 091 - Foundations of College Writing II | | 3* |
| MAT 055 - Pre-Algebra | | 3* |
| MAT 065 - Basic Algebra with Measurement | | 3* |
| MAT 085 - Intermediate Algebra | | 3* |
| RDG 020 - Improved College Reading | | 3* |
| RDG 030 - Reading for the College Classroom | | 3* |
| * Courses numbered 001-099 and MA 108 do not count toward the determination of grade point average or as credit toward graduation. | | |

| **Small Business Management Certificate Requirements** | Semester Taken | Credit Hours |
|---|---|---|
| BAS 160 - Introduction to Business **OR** | | |
| BAS 170 - Entrepreneurship | | 3 |
| BAS 200 - Small Business Management | | 3 |
| BAS 212 - Intro. to Financial Management **OR** | | |
| QMS 101 - Quality Management Systems **OR** | | |
| Approved General Education Math Course | | 3 |
| BAS 282 - Principles of Marketing | | 3 |
| ACC 201 - Financial Accounting | | 3 |
| **Total Credit Hours** | | 15 |

| **Entrepreneurship Certificate Requirements** | Semester Taken | Credit Hours |
|---|---|---|
| ACC 201 - Financial Accounting | | 3 |
| BAS 170 - Entrepreneurship | | 3 |
| BAS 282 - Principles of Marketing | | 3 |
| BAS 288 - Persaonal & Organizational Leadership | | 3 |
| **Total Credit Hours** | | 12 |

| **Supervisory Management Certificate Requirements** | Semester Taken | Credit Hours |
|---|---|---|
| CIT 105 - Introduction to Computers | | 3 |
| OST 235 - Business Communications Technology | | 3 |
| BAS 160 - Introduction to Business | | 3 |
| BAS 287 - Supervisory Management | | 3 |
| BAS 274 - Human Resource Management | | 3 |
| Approved Technical Courses - 6 credit hours | | |
| | | 3 |
| | | 3 |
| **Total Credit Hours** | | 21 |

| **Operations Management Certificate Requirements** | Semester Taken | Credit Hours |
|---|---|---|
| BAS 160 - Introduction to Business | | 3 |
| BAS 287 - Supervisory Management **OR** | | |
| BAS 288 - Personal & Organizational Leadership **OR** | | |
| QMS 101 - Quality Management Systems | | 3 |
| BAS 289 - Operations Management **OR** | | |
| MFG 256 - Production Management | | 3 |
| COM I81 - Basic Public Speaking **OR** | | |
| COM 252 - Introduction to Interpersonal Communications | | 3 |
| **Total Credit Hours** | | 12 |

| **Electives** | Semester Taken | Credit Hours |
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Certificates in Business Administration are awarded to students who complete the specified requirements with a cumulative grade point average of 2.0 or higher.

# HENDERSON COMMUNITY COLLEGE

## SEMESTER-BY-SEMESTER ACADEMIC PLAN FOR BUSINESS ADMINISTRATION CERTIFICATES

### Entrepreneurship, Leadership, Operations Management, Small Business Management, and Supervisory Management

| Semester | | Year | |
|---|---|---|---|
| Course | | Grade | Credit Hours |
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| Sem. GPA | Cum. GPA | Total | |

| Semester | | Year | |
|---|---|---|---|
| Course | | Grade | Credit Hours |
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| Sem. GPA | Cum. GPA | Total | |

| Semester | | Year | |
|---|---|---|---|
| Course | | Grade | Credit Hours |
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| Sem. GPA | Cum. GPA | Total | |

| Semester | | Year | |
|---|---|---|---|
| Course | | Grade | Credit Hours |
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| Sem. GPA | Cum. GPA | Total | |

| Semester | | Year | |
|---|---|---|---|
| Course | | Grade | Credit Hours |
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| Sem. GPA | Cum. GPA | Total | |

| Semester | | Year | |
|---|---|---|---|
| Course | | Grade | Credit Hours |
| | | | |
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| Sem. GPA | Cum. GPA | Total | |

| Semester | | Year | |
|---|---|---|---|
| Course | | Grade | Credit Hours |
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| | | | |
| Sem. GPA | Cum. GPA | Total | |

| Semester | | Year | |
|---|---|---|---|
| Course | | Grade | Credit Hours |
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| Sem. GPA | Cum. GPA | Total | |