

## CERTIFICATE OF ACHIEVEMENT

# RETAIL MANAGEMENT

The Retail Management Certificate Program is a comprehensive program designed to prepare students for the fast-paced challenges that exist in the competitive retail industry. This broad program is also intended to help students develop a clear sense of the scope of the retail manager's job and an understanding of the basic requirements for success in the future. This program is endorsed by the Western Association of Food Chains (WAFC).

To acquire the **Certificate of Achievement in Retail Management**, it is necessary to complete the following courses:

Required Courses		Units	N	IP	C
MGMT 120	Human Relations in Business	3			
MGMT 146	Human Resources Management	3			
MGMT 150	Principles of Management	3			
MRKT 170	Elements of Marketing	3			
MRKT 175	Retail Management	3			
<b>Choose one course:</b>					
ACCT 100	Introduction to Accounting	3			
ACCT 101/H	Financial Accounting/*Honors	4			
<b>Choose one course:</b>					
CIT 102	Introduction to Microsoft Office 365	3			
MGMT 125	Managerial Computer Skills	3			
<b>Choose one course:</b>					
MGMT 108	Business Writing	3			
MGMT 208	*Business Communications	3			
<b>Total units needed for Certificate of Achievement</b>		<b>24-25</b>			
Units Completed					
*Prerequisite/Corequisite					