

BUSINESS OPERATIONS COLLEGE CREDIT CERTIFICATE

This program is designed to prepare students for entry-level positions in a variety of business environments, or to provide supplemental training for person previously or currently employed in management and supervisory occupations.

The program also provides supplemental training for persons previously or currently working in business.

The certificate is upward compatible with the A.S. degree in Business Administration (<https://lssc-public.courseleaf.com/academic-programs/career-technical-education-programs/business-administration-as/>).

Academic Advising

- advising@lssc.edu 352-787-3747

Career Development Services

- Careers@lssc.edu 352-323-3603

Program Contact Information

BusinessAdmin@lssc.edu 352-323-3635

Course	Title	Hours
First Semester		
QMB 1001	Business Mathematics	3
CGS 1100	Business Computer Applications	3
GEB 1011	Introduction to Business	3
GEB 2214	Business Communications	3
Hours		12
Second Semester		
MNA 1100	Human Relations in Business & Industry	3
ACG 2021	Financial Accounting	3
Hours		6
Total Hours		18

Code	Title	Hours
Program Core Courses		
GEB 1011	Introduction to Business	3
QMB 1001	Business Mathematics	3
ACG 2021	Financial Accounting	3
Please select 1 of the 2 following specializations.		9
Small Business Management Courses		
CGS 1100	Business Computer Applications	
GEB 2214	Business Communications	
MNA 1100	Human Relations in Business & Industry	
Entrepreneurship & Innovation Courses		
CGS 1105	Fundamentals of Project Management	
MAN 1582	Team Project Management	
ENT 1021	Innovation in Business & Entrepreneurship	
Total Hours		18

When beginning this program, students are advised to make an appointment for advising with the Program Manager.

For information about career options, visit www.lssc.edu/careers (<http://www.lssc.edu/careers/>).

Students must complete 25% of each program's total credit hours at LSSC.

Students must earn a grade of C or higher in all certificate courses in order to earn the certificate.