



[BUSNCERT; CIP Code 52.0201]

Certificate Program

The Certificate in Business Administration provides students with a strong foundation in accounting, management, marketing, business law, and economics, preparing them for entry-level business roles or further academic study. Emphasizing critical thinking, problem solving, and ethical decision-making, the program develops business communication, leadership, and analytical skills. Students will learn to analyze financial data, apply management strategies, utilize business technology, and evaluate economic and legal business impacts. Graduates will be equipped for careers in corporate, entrepreneurial, and administrative settings or to pursue advanced business education.

Program Learning Outcomes

Students who have completed the program should be able to:

- Apply fundamental accounting, management, marketing, business law, and economic principles to analyze business problems and support decision-making
- Use computer applications, statistical methods, and financial analysis tools to interpret business data and improve operational efficiency
- Develop professional written and oral communication skills to convey business concepts clearly and persuasively to diverse stakeholders
- Build foundational competencies for entry-level business roles and develop skills for continued professional growth or further academic study

Program Contact

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✦ Are you ready to get started at RCSJ? Visit [RCSJ.edu/Enroll](https://www.rcsj.edu/enroll) and complete the interest form. ✦

Business Administration, CERT

FIRST YEAR

☐ ACCT 101 Accounting I	4
☐ ACCT 102 Accounting II	4
☐ BUSN 109 Business Law I	3
☐ BUSN 200 Principles of Management	3
☐ BUSN 250 Principles of Marketing	3
☐ CISM 101 Introduction to Computers	4
☐ ECON 102 Principles of Economics (Micro)	3
☐ ENGL 101 English Composition I or ENGL 101E Enhanced English Composition I	3-4
☐ MATH 103 Statistics I	3
	30

TOTAL MINIMUM CREDITS: 30