

Entrepreneurship and Business Management Certificate (CEEN)

| Catalog: 2018-2019 | | | | Effective Date: 9/01/2018 | | | |
|--------------------|--|--|-------------|---------------------------|----------|--|--|
| CR | COURSE | COURSE TITLE | SUNY GEN ED | TR | SEMESTER | | |
| 1-2 | HRD 100, HRD 100A or HRD 110 | FRESHMAN EXPERIENCE | | | | | |
| 3 | ENG 101 or ENG 100A & B | <i>Introduction to College Writing or Writing Reading Workshop A/B</i> | GEBC | | | | |
| 3 | CIS 125 (Prereq Required) | <i>Office Productivity Software</i> | | | | | |
| 3 | BUS 102 | <i>Principles of Management</i> | | | | | |
| 3 | BUS 103 | <i>Principles of Marketing</i> | | | | | |
| 3 | BUS 141 | <i>Business Communications</i> | | | | | |
| 4 | BUS 144 | <i>Applied Accounting</i> | | | | | |
| 3 | BUS 156 Prereq Required) | <i>Quickbooks Microcomputer Applications</i> | | | | | |
| 3 | BUS 165 | <i>Principles of Entrepreneurship</i> | | | | | |
| 3 | BUS 206 (Spring only - Prereq Required) | <i>Small Business Financial Management</i> | | | | | |
| 3 | BUS 209 (Spring only - Prereq Required) | <i>Business Plan Development</i> | | | | | |
| 32 | Minimum credits required for graduation | | | | | | |

Note: Please review the back of this form for additional information.

| ❖ COURSE PREREQUISITES: | | | |
|--------------------------------|--|----------------|-------------------------------|
| CIS 125 | Familiarity using a PC, keyboard, mouse and file management in a Windows environment | BUS 206 | BUS 146 or (146B) |
| BUS 156 | BUS 146 (or 146B) with C or better | BUS 209 | BUS 103 and BUS 146 (or 146B) |
| | | | |
| ❖ COURSE COREQUISITES: | | | |
| BUS 209 | BUS 206 | | |

| ❖ RECOMMENDED SEQUENCE: | | | |
|--|---------------------------------|-----------------|---------|
| FIRST YEAR | | | |
| First Semester | | Second Semester | |
| 1-2 | HRD 100, HRD 100A or HRD 110 | | |
| 3 | ENG 101 or ENG 100 A & B | 3 | BUS 102 |
| 3 | CIS 125 | 3 | BUS 141 |
| 3 | BUS 103 | 3 | BUS 156 |
| 4 | BUS 144 (See Note 1 and Note 2) | 3 | BUS 206 |
| 3 | BUS 165 | 3 | BUS 209 |
| NOTES: | | | |
| 1. BUS 144 is required for this program however BUS 146 (or 146B) may be used as a substitute for those intending to pursue a four year business related degree given BUS 146 transferability into 4-year business programs. | | | |
| 2. BUS 144 (or 146 or 146B) is a prerequisite for BUS 156, BUS 206 and BUS 209. | | | |

❖ **DEFINITION OF COURSE REQUIREMENTS:** See <http://catalog.sunyacc.edu/academics/degreerequirements>

❖ **FINANCIAL AID RECIPIENTS:** A student **must** choose courses that are within their degree program. Students are encouraged to meet with their assigned academic advisor for any questions about course selection and degree program requirements. Please visit the Office of Financial Aid for any aid-related questions.

❖ **SUNY GEN ED KNOWLEDGE AREAS:** See <http://catalog.sunyacc.edu/academics/generaleducation>

- | | |
|-------------------------------|-----------------------------------|
| ❖ Mathematics (GEMA) | ❖ Other World Civilization (GEOC) |
| ❖ Natural Sciences (GENS) | ❖ Humanities (GEHU) |
| ❖ Social Sciences (GESS) | ❖ The Arts (GETA) |
| ❖ American History (GEAH) | ❖ Foreign Languages (GEFL) |
| ❖ Western Civilization (GEWC) | ❖ Basic Communication (GEBC) |