

# Business: Retail Management – Level III

ACCOUNTING AND MANAGEMENT DEPARTMENT

Certificate 60521

Students completing the advanced Level III Certificate will have knowledge and practical experience in business communication, leadership and financial controls. Successful completion of this certificate prepares students to handle the increasing diversity and complexity of modern retail management.

## Requirements for the Certificate

Completion of the Retail Management – Level I certificate (9.5 Units) as follows:

### Required courses:

BUSO 25	Business Communications	3.0	CSU
BUSS 50	Retail Store Management and Merchandising, <i>or</i>	3.0	
FASH 62	Retail Store Management and Merchandising	3.0	CSU
CISB 15	Microcomputer Applications	4.0	CSU, UC

### Required courses:

Completion of the Retail Management – Level II certificate (21.5 Units) as follows:

BUSA 11	Fundamentals of Accounting	3.0	
BUSM 61	Business Organization and Management	3.0	CSU
BUSM 62	Human Resource Management	3.0	
BUSS 36	Principles of Marketing	3.0	CSU

### Plus the following courses:

Level III as follows:

BUSA 7	Principles of Accounting – Financial	5.0	CSU, UC
BUSM 60	Human Relations in Business	3.0	CSU
BUSO 26	Oral Communications for Business	3.0	

**TOTAL UNITS                    33.0**

### Special Information:

Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.