

BUSINESS

SUPERVISOR'S CERTIFICATE LEVEL II COMPLETION PLAN

PROGRAM INFORMATION: This program is designed to help equip new or potential supervisors with primary skills for meeting the requirements placed on first-line supervisors. Upon successful completion of the program, a Certificate of Completion will be awarded to the student.

REQUIRED COURSES - FALL

COURSE SECTION	COURSE TITLE	CREDIT HOURS
BMGT 1301	Supervision	3
MRKG 2312	e-Commerce Marketing	3
BUSI 1301	Business Principles	3
MRKG 1311	Principles of Marketing	3
HRPO 2301	Human Resource Management	3
BMGT 1327	Principles of Management	3
Fall Total Credit Hours		18

REQUIRED COURSES - SPRING

COURSE SECTION	COURSE TITLE	CREDIT HOURS
BUSI 2301	Business Law	3
POFT 2312	Business Correspondence and Communication	3
HRPO 2307	Organizational Behavior	3
PHIL 2306	Introduction to Ethics	3
Spring Total Credit Hours		12
Program Total Credit Hours		30

Navarro College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate and baccalaureate degrees. Navarro College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Navarro College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).