



MARKETING CERTIFICATE

(45 credits)

2016-2017

Courses Offered by Term		Course Title	Credits
Summer Term:			
Summer	<input type="checkbox"/> BA 111	Introduction to Accounting ¹	3
Fall Term:			
Fall	<input type="checkbox"/> BA 101	Introduction to Business	4
Fall	<input type="checkbox"/> CAS 121A - OR - Business Elective	Beginning Keyboarding ² - OR – Business Program Elective	1
Fall	<input type="checkbox"/> BA 223	Principles of Marketing	4
Fall	<input type="checkbox"/> WR 121	English Composition	4
Winter Term:			
Winter	<input type="checkbox"/> CAS 216	Beginning Word	3
Winter	<input type="checkbox"/> BA 238	Principles of Sales	3
Winter	<input type="checkbox"/> BA 131	Introduction to Business Technology	4
Winter	<input type="checkbox"/> BA 239	Advertising	3
Winter	<input type="checkbox"/> BA 285	Human Relations in Organizations	3
Spring Term:			
Spring	<input type="checkbox"/> BA 249	Principles of Retailing & E-tailing	3
Spring	<input type="checkbox"/> BA 280 A&B	Cooperative Education: Business Experience & Seminar	4
Spring	<input type="checkbox"/> Business Elective	Business Program Elective	3
Spring	<input type="checkbox"/> Business Elective	Business Program Elective	3

¹ Students who have completed high school bookkeeping or have had work experience with full-cycle bookkeeping responsibilities should substitute an approved business elective.

² Students who can touch type should substitute an approved business elective.

Approved Business Program Electives:

BA 177	Payroll Accounting	BA 250	Small Business Management
BA 188	Customer Service Skills	BA 256	Income Tax
BA 203	Introduction to International Business	OS 131	10-Key on Calculators
BA 205	Business Communication	OS 240	Filing and Records Management
BA 206	Management Fundamentals	CAS 109	Digital Presentations
BA 207	Introduction to E-Commerce	CAS 122	Keyboarding for Speed & Accuracy
BA 211	Principles of Accounting I	CAS 123	Production Keyboarding
BA 212	Principles of Accounting II	CAS 133	Basic Computer Skills/Microsoft Office
BA 213	Managerial Accounting	CAS 140	Beginning Access
BA 215	Basic Cost Accounting	CAS 170	Beginning Excel
BA 222	Financial Management	CAS 270	Intermediate Excel
BA 224	Human Resource Management	CAS 217	Intermediate Word
BA 226	Business Law I	CAS 231	Publisher
BA 228	Computer Accounting Applications	CAS 246	Integrated Computer Projects
BA 242	Introduction to Investments		

Comprehensive Certificate Requirements & Limitations:

- All candidates for a degree must have at least a 2.0 minimum cumulative grade point average ("C" average).
- At least 12 credits must be earned at CGCC, nine of which must apply to the certificate requirements. The final 9 credits must be earned at CGCC.
- A maximum of 12 credits of "P" (pass) grades will apply to any one-year certificate. Some certificate requirements may vary and will be listed in that specific certificate.
- No more than 12 credits of Cooperative Education courses may apply to any one-year certificate.
- Only nine credits of 199 and 299 experimental courses apply.

This form is intended for advising purposes only. See your declared catalog for a complete list of degree requirements.

Columbia Gorge Community College is an equal opportunity educator and employer.