

NAME _____

BCC Student ID# B00 _____

BUSINESS SKILLS
 Certificate in CUSTOMER SERVICE

Matriculation Fall 2015 to Present

English/Reading courses required as a result of placement assessment		LTR092 Academic Literacy
		ENG110S College Writing I Enhanced
Preparatory Math courses (or equivalent) needed for major – consult with advisor		

IP	C	T	Core Courses:		CR.
			BUS 100, 111 or 108	Accounting I or Financial Accounting or Accounting for a Service Business	4
			BUS 112	Quantitative Business Methods	3
			BUS 118	Business Law I	3
			BUS 141	Marketing	3
			BUS 109 or 107	Workplace Readiness or Freshman Experience	1
IP	C	T	Choose 15 credits from the following:		CR.
			BUS 129	Consumer Behavior	3
			BUS 152	Selling Fundamentals	3
			BUS 181 or CST 105 or BIT	Internet with Business Applications or Computer Applications or BIT Elective	3
			BUS 214	Customer Service	3
			BUS 267	Retailing in a Service Economy	3
			BUS 269	Business Reports & Computer Communications	3
			BUS 297	Co-op Work Experience	3

IP = In Progress
 C = Complete
 T = Transfer Credit

Advising Notes

- Use this Advisement Plan as a guide only. All students are responsible for reviewing their personal Degree Evaluation in MyCollege (under Student Records) to verify graduation requirements. Run and review your Degree Evaluation before and after course registration every semester. If you have questions on your Degree Evaluation, please see your advisor.
- Students should follow up with their advisor if they have questions on graduation requirements.
- Any and all substitutions need to be approved in writing (appear on your Degree Evaluation) in advance by the Chair of Business or the Program Coordinator.