



Fall Term 1 13 credit hours		Hours	Notes
1 st 8 weeks			
• MGT 120 Supervision Techniques		3	Prerequisites: Satisfactory score on the English skills assessment; or a grade of “C” or better in ENG 095. Reading Proficiency.
• ENG 101 College Composition I College Composition or Applied Communication		3	
2 nd 8 weeks			
• MGT 132 Ethics in Business		3	
• MGT 223 Human Resource Management		3	
• MGT 111 Leadership & Innovation		1	
Term hours subtotal:		13	

Spring Term 1 15 credit hours		Hours	Notes
1 st 8 weeks			
• MGT 220 Principles of Management		3	
• MGT 233 Business Communication		3	
• MGT 140 Organizational Behavior		3	
2 nd 8 weeks			
• MGT 229 Strategic Management		3	
• MGT 230 Principles of Marketing		3	
Term hours subtotal:		15	

When the courses with the are complete, you have earned the Management Certificate, Organizational Management Concentration. See “How to apply to Graduate” for more information on receiving your certificate.

Summer Term 1 6 credit hours		Hours	Notes
• ENG 102 College Composition II College Composition or Applied Communication		3	Prerequisites: ENG 101 or ENG 101A or ENG 103. Reading Proficiency.
• CSA 126 Microsoft Office		3	RECOMMENDED COURSE. See the program electives for additional options.
Term hours subtotal:		6	

Fall Term 2 13 credit hours		Hours	Notes
1 st 8 weeks			
• MAT 142 College Mathematics OR MAT 152 College Algebra Mathematics		3	MAT 142 Prerequisite: MAT 092 or a satisfactory score on the mathematics skills assessment. MAT 152 Prerequisite: MAT 097 or a satisfactory score on the mathematics skills assessment. *Students planning to transfer, contact an Advisor to discuss options.
• SOC 101 Introduction to Sociology Arts and Humanities OR Social and Behavioral Science		3	
2 nd 8 weeks			
• MGT 231 Social Media Marketing		3	RECOMMENDED COURSE. See the program electives for additional options.
• BIO 160 Intro to Human Anatomy and Physiology Physical and Biological Science		4	Prerequisite: Reading Proficiency
Term hours subtotal:		13	

Spring Term 2 13 credit hours		Hours	Notes
1 st 8 weeks			
• BSA 130 Business Financial Applications		3	RECOMMENDED COURSE. See the program electives for additional options.
• CSA 110 Introduction to Computer Info Systems		3	RECOMMENDED COURSE. See the program electives for additional options.
• MGT 112 Leadership & Collaboration		1	RECOMMENDED COURSE. See the program electives for additional options. Note: MGT111, 112, and 113 transfer to ASU as OGL 200, Social-Behavioral Sciences (SB).
2 nd 8 weeks			
• ENG 210 Introduction to Rhetoric Arts and Humanities OR Social and Behavioral Science		3	
• BSA 237 Legal Environment of Business		3	RECOMMENDED COURSE. See the program electives for additional options.
Term hours subtotal:		13	

This recommended sequence is not a binding agreement of any kind between Yavapai College and the student, but merely represents a potential curriculum that may be altered as appropriate to meet the student's academic objectives. Course availability is subject to change and all courses are not available every semester. Students should inquire each semester with their Advisor before registering to determine current requirements and possible changes to the suggested curriculum.