

Recommended Sequence of Courses

Program of Study: Small Business Management Certificate

Department: Business Administration

Coordinator: Stu Sudduth (707) 527-4281

Effective: Spring 2012

Course Number	Course Title	Units	Semester Offered
First Semester			
BMG 54	Quantitative skills/math	3.0	Fa, Sp
BAD 53	Intro to solving bus. Problems w/spreadsheets	1.5	Fa, Sp
Electives	BMG Electives (See program website for list)	3.0	
First Semester Unit Total:		7.5	
Second Semester			
BMG 52	Written communication in organizations	3.0	Fa, Sp
Electives	BMG Electives (See program website for list)	3.0	
Electives	BMK Electives (See program website for list)	3.0	
Second Semester Unit Total:		9.0	
Third Semester			
BAD 1	Financial accounting	4.0	Fa, Sp, Su
Electives	BMK Electives (See program website for list)	3.0	
Third Semester Unit Total:		7.0	
Fourth Semester			
Electives	Small Business Management Electives (See program website for list)	6.0	
Fourth Semester Unit Total:		6.0	

Minimum units to meet program requirements: 29.5

Small Business Management courses may be taken in other than the
Notes: recommended order.