

Genesee Community College
 932–Sales & Customer Service–Certificate
 SEMESTER COURSE PLANNING WORKSHEET
 2007-2008

| Suggested First Semester | Credits | Suggested Second Semester | Credits |
|---------------------------------|----------------|----------------------------------|----------------|
| BUS101 | 3 | BUS213 | 3 |
| BUS108 or Business Elective | 3 | CIS116 | 3 |
| BUS201 | 3 | BUS204 | 3 |
| MAT129 | 3 | BUS214 | 3 |
| BUS106 | 3 | BUS217 | 3 |
| Total | 15 | Total | 15 |

General Curriculum Information

Mathematics (by placement): Mathematics placement is based on the ACT, ASSET, or COMPASS placement test.

Reading Proficiency Requirement: All students will be required to demonstrate proficiency in reading through testing prior to learning a degree or certificate. Students who do not meet the required standard will be expected to begin remediation immediately.

English (by placement): Students who do not satisfactorily complete the writing exam must register for ENG091 or ENG100.

| 932 | Degree Requirements for Sales & Customer Service Certificate | CERT |
|------------------|---|-------------|
| 2006-2008 | | |
| 1 | MATHEMATICS | 3 |
| | MAT129 Statistics | |
| 2 | BUSINESS | 24 |
| | CIS116 Microcomputer Applications | 3 |
| | BUS101 Principles of Business | 3 |
| | BUS213 Principles of Marketing | 3 |
| | BUS214 Management Principles | 3 |
| | BUS106 Business Communications | 3 |
| | BUS201 Professional Sales | 3 |
| | BUS217 Co-op Education | 3 |
| | BUS204 Business Management Problems | 3 |
| 3 | BUSINESS ELECTIVE | 3 |
| | BUS108 Customer Relationship Management or Business Elective | |
| | TOTAL | 30 |
| | Reading & Math Proficiency Required | |
| | Minimum QPI: 2.00 | |

Revised: 4/24/01, 5/10/02, 2/17/05, 3/10/06, 2/26/07