

**Central Texas College District**  
**Certificate of Completion in Business Management (CC-BUBM5) (C-BM)**

Degree Map

All Sites: Distance Learning, Fort Hood, TX; Fort Lee, VA; Fort Leonard Wood, MO; Fort Polk, LA;  
 Fort Richardson, AK; Fort Wainwright, AK; Texas ARNG, TX

<p><b>Degree Objective-</b> Prepares completers for entry-level general management positions. The certificate plan comprises 30-31 semester credit hours in business, management, marketing, law, and related subjects. All courses will articulate into the two-year CTC Business Management AAS degree.</p>	<p><b>POINT OF CONTACT</b>                  Debbie Hansen, Director of Evaluations                  P.O. Box 1800, Killeen, TX 76540                  (254) 526-1394 or (800) 792-3348, ext. 1394                  (254) 526-1481                  debbie.hansen@ctcd.edu                  www.ctcd.edu</p>
<p><b>Academic Residency-</b> 8 semester hours</p>	

DEGREE REQUIREMENTS				HOME COLLEGE	ARMY SCHOOL	ARMY MOS	TESTS	CERT/ LIC	DIST LRNG See Note 2
<b>Core Requirements</b>			<b>27-28 SH</b>						
BMGT	1301	Supervision	3	X	X	X	X		X
BMGT	1327	Principles of Management	3	X					X
BUSI	1301	Business Principles	3	X			X		X
HRPO	1311	Human Relations	3	X	X	X	X		X
HRPO	2301	Human Resource Management	3	X	X	X	X		X
MRKG	1311	Principles of Marketing	3	X	X	X	X		X
BCIS	1305	Business Computer Applications	OR 3	X					X
ITSC	1309	Integrated Software Applications I	3	X					X
BUSG	2305	Business Law/Contracts	OR 3	X			X		X
BUSI	2301	Business Law	3	X					X
BMGT	2370	Management Applications I	OR 3	X					
BMGT	2488	Internship-Business Administration & Mgmt, General	OR 4	X					
RELE	2488	Internship-Real Estate	OR 4	X					
BUSG	1371	Entrepreneurship & Business Plan Development	3	X					
<b>Core-Related Electives</b>			<b>3 SH</b>						
ACNT	1303	Introduction to Accounting I	3	X					
ACNT	1304	Introduction to Accounting II	3	X					
ACNT	1311	Introduction to Computerized Accounting	3	X					
ACNT	1329	Payroll and Business Tax Accounting	3	X					
ACNT	1311	Federal Income Tax: Individual	3	X					
BMGT	1177	Critical and Creative Thinking	1	X					X
BMGT	1325	Office Management	3	X	X	X			X
BMGT	2370	Management Applications I	3	X					
BMGT	2371	Management Applications II	3	X					
BMGT	2488	Internship - Business Administration and Management, General	4	X	X	X			X
BMGT	2489	Internship - Business Administration and Management, General	4	X	X	X			X
BUSG	1315	Small Business Operations	3	X					X
BUSG	1370	Small Business Accounting	3	X					X
BUSG	1371	Entrepreneurship and Business Plan Development	3	X					X
BUSI	1307	Personal Finance	3	X			X		X
BUSG	2309	Small Business Management	3	X			X		X
BUSG	1303	Principles of Finance	3						
MRKG	1302	Principles of Retailing	3	X					X
MRKG	2333	Principles of Selling	3	X					X
RELE	1200	Contract Forms and Addenda	2	X					
RELE	1219	Real Estate Finance	2	X					
RELE	1303	Real Estate Appraisal	3	X					X
RELE	1311	Law of Contracts	3	X					
RELE	1315	Property Management	3	X					
RELE	1325	Real Estate Mathematics	3	X					X
RELE	1406	Real Estate Principles	4	X					X
RELE	2301	Law of Agency	3	X					
RELE	2488	Internship - Real Estate	4	X					X
RELE	2489	Internship - Real Estate	4	X					X
BMGT	ELEC	BMGT Major Course Elective	3	X					
BUSG	ELEC	BMGT Major Course Elective	3	X					
BUSI	ELEC	BMGT Major Course Elective	3	X					
MAJ	ELEC	Major Elective	3	X					
MRKG	ELEC	BMGT Major Course Elective	3	X					
		Management-Related Elective		X	X	X	X	X	X
<b>Total Credits</b>			<b>30-31 SH</b>						

- Notes:**
- 1) An "X" in a column indicates that the Institution guarantees to accept credit from the source shown for at least part of the requirement.
  - 2) This column indicates whether a school accepts transfer credit for courses taken through distance learning. It does not mean that the school offers the course through distance learning.

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<p>3) A course may be used toward one requirement only.</p> <p>4) Only lower-level courses are accepted in transfer.</p> <p>5) Soldiers electing to take the high end semester hour range of a degree requirement area will need to request an ESO override if the total degree credits earned exceed total semester hours required.</p>						

Date Effective:	1-Apr-18
Term Effective:	T700