

Business Professionalism Certificate Program

Certificate

Students in all majors increasingly need to demonstrate professionalism in order to obtain jobs. The Business Professionalism Certificate is open to all Converse students who have declared any major at Converse.

Certificate requirements:

Students who have declared any major at Converse may enroll in the program. In addition to an internship and coursework, students complete a portfolio of activities, and after completion of all the requirements to satisfactory standards is verified, they will receive a certificate.

Certificate requirements:

Internship

Sub-Total Credits	3
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Requirements

- Submission of Professional E-Portfolio

Item #	Title	Credits
CON 101	CAREER EXPLORATION AND PLANNING	1
CON 102	FROM STUDENT TO PROFESSIONAL: JOB SEARCH STRATEGIES	1
Sub-Total Credits		2

Coursework Selection

Choose courses (for a total of 6 hours credit) from the following:

- Other courses may be added with the approval of the chair of the Economics, Accounting and Business department, or their designated representative.
- Some courses may require pre-requisites.

Item #	Title	Credits
ECN 191	APPLICATIONS OF EXCEL IN ECONOMICS	1
ACC 191	APPLICATIONS OF EXCEL IN ACCOUNTING	1
BAD 191	APPLICATIONS OF EXCEL IN BUSINESS ADMINISTRATION	1
ACC 211	ACCOUNTING PRINCIPLES I	3
ATA 265	ARTS ADMINISTRATION AND ORGANIZATIONAL STRUCTURE	3
BAD 206	BUSINESS COMMUNICATION	3-4
BAD 330	MANAGEMENT	3
BAD 340	MARKETING PRINCIPLES	3
CSC 208	DATA FOR BUSINESS	3
ECN 201	MICROECONOMIC PRINCIPLES	3
ECN 300	DESCRIPTIVE AND INFERENTIAL STATISTICS	4
FIN 200	PERSONAL FINANCE	3-4
POL 303	SOCIAL STATISTICS	4
THR 120	PUBLIC SPEAKING	3
Sub-Total Credits		6
Total Credits		11