

CERTIFICATE OF ACHIEVEMENT: RETAIL MANAGEMENT (WAFC)

Your Career in Retail Management Starts Here!

Retail Management is a dual-certificate program designed for individuals who are interested in exploring the Retail field or are employed in the Retail Industry and are preparing for advancement into a management position. Retail Management students earn the following two certificates simultaneously by completing the eight required college courses:

- Western Association of Food Chains Retail Management Certificate (WAFC)
- MJC Retail Management Certificate of Achievement.

For more info visit: www.retailmanagementcertificate.com

PROGRAM LEARNING OUTCOMES

Upon satisfactory completion of this program, the student should be prepared to:

1. Recognize and analyze ethical issues as they apply to the retail selling environment.
2. Obtain employment in a retail management position.
3. Apply communication strategies for retail selling environment.

PROGRAM REQUIREMENTS

To earn these certificates, you must complete all program coursework. Each course must be completed with a grade of "C" or better. Coursework covers: retail management principles, business communication strategies, computer operations, financial analysis, human relations, human resources and marketing.

Required Courses Complete 8 (or 9) courses	[Semester Sequence]	Credits
BUSAD 377 [1] - Human Relations in Business		3
BUSAD 240 [1] - Principles of Management		3
BUSAD 274 [2]- Human Resource Management		3
BUSAD 245 [1]- Principles of Marketing		3
CSCI 201 [1]- General Computer Literacy		3
BUSAD 50 [2]- Business Computations (Beginning summer 2018)		3 — or —
BUSAD 201 [2]- Financial Accounting		4
BUSAD 210 [3]- Business Communications		3
or — and — or ENG 101 [2] - Composition and Reading and COMM 100 [1] - Fundamentals of Public Speaking or COMM 102 [1]- Introduction to Human Communication		— or — 6
BUSAD 246 [3]- Retail Management		3
Total credits required for this certificate		24-28

Most classes are offered in one or more modalities:

Face to Face  Online  Hybrid 

To fit each student's personal lifestyle, courses are offered year-round in face-to-face, online, and hybrid classrooms. Students can adjust classes to fit their lifestyle by choosing from 5-, 7-, 10- and 16 week sessions. The program can be completed in one year through a 5-week per course schedule.

CONTACT

FOR MORE INFORMATION PLEASE CONTACT

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MJC BUSINESS DEPARTMENT

