



PROGRAMS OF study



SMALL BUSINESS MANAGEMENT CERTIFICATE

Program Description

The Small Business Management Certificate is designed to meet the needs of people seeking a career running a small business. The courses represent the basic business courses to understand the general environment of business, accounting, information technology, marketing, law and general management principles. This program is designed to establish a foundation for creating, running and growing a small business.

Small Business Management Certificate – Program Sequencing

The sequencing of courses in this program begins in the fall semester for non-accelerated courses. Students entering in the spring or summer may take more or less time depending on the course format selected.

Curriculum Requirements: 18 credits	Credits	Grade	Semester
First Year, Fall Semester (9 credits)			
ACC 111 Accounting I	3		
BUS 110 Introduction to Business	3		
CIS 115 Software Applications	3		
First Year, Spring Semester (9 credits)			
BUS 260 Small Business Management	3		
Choose six credits from the Program Elective list:	6		
Program Elective List			
ACM 110 Animal Business Concepts			
BUS 210 Foundations of Project Management			
BUS 230 Principles of Marketing			
BUS 244 Business Law			
FIN 110 Principles of Finance			

Career Opportunities

Small businesses in Maine employ slightly more than 50% of the private sector workforce and account for 96.9% of state employers (SUSB, 2012). Small firms also had a higher percentage of employees whose highest degree was a high school diploma (52.2% of workforce or 34.9 million people; Bureau of Labor Statistics, 2000). This degree helps students prepare for jobs in an organizational

Certificate programs at YCCC are designed to lead to either employment and/or college transfer, and we want to provide prospective students with gainful employment disclosure information prior to admission/enrollment in those programs. Please follow this link for more information: <http://www.yccc.edu/about-yccc/college/consumer-info>

Articulation agreements exist between York County Community College and various colleges and universities. Please contact Career and Transfer Services for information regarding these agreements.

DISCLAIMER

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