# FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

**BUSINESS ADMINISTRATION/**

**LEADERSHIP AND MANAGEMENT CERTIFICATE (C25120C22)**

Effective: Fall 2022

Revised: 02/03/22

The Leadership and Management certificate is designed to prepare individuals for leadership and management positions.  The certificate emphasizes leadership development, management skills, team building, and training for leaders at various levels within organizations.

Course work includes supervision, leadership skills, and communication.

Upon completion of this program, students should be able to effectively lead and manage teams. Students may transfer these course credits into the Associate degree Business Administration programs.

Length: 1 Semester

Prerequisite: High School Diploma, Placement Test Equivalent

Award: Certificate

**FALL OR SPRING SEMESTER**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Prefix No.** | Title | **Class** | **Lab** | **Clinical** | **Credit** |
| BUS135 | Principles of Supervision | 3 | 0 | 0 | 3 |
| or |  |  |  |  |  |
| LDR110 | Introduction to Leadership | 3 | 0 | 0 | 3 |
| BUS137 | Principles of Management | 3 | 0 | 0 | 3 |
| BUS253 | Leadership and Management Skills | 3 | 0 | 0 | 3 |
|  | COM Elective | 3 | 0 | 0 | 3 |
|  |  | ----- | ----- | ----- | ----- |
|  | **Totals** | **12** | **0** | **0** | **12** |

# TOTAL REQUIRED CREDITS.... 12

**Work-Based Learning Option:** NA