

Business Management Diploma (MD12)

DESCRIPTION

The Business Management program is designed to prepare students for entry into management positions in a variety of businesses and industries. Learning opportunities will introduce, develop, and reinforce academic and occupational knowledge, skills, and attitudes required for job acquisition, retention, and advancement in management. Graduates of the program receive a Business Management diploma.

EMPLOYMENT OPPORTUNITIES

Graduates of the Business Management diploma program are prepared for employment in a variety of jobs such as: small business management, retail management, management trainees, supervisory trainees, entrepreneurship opportunities, leadership, supervisory, and middle management positions in all industries. Positions include, but are not limited to, employee and team leaders, supervisors, and managers in all fields. Business Management graduates will benefit employers by having improved accountability, performance, and supervisory capabilities. Graduates of this program will be better equipped to perform the management functions of planning, organizing, staffing, leading, and controlling for optimal results.

ADMISSIONS CRITERIA

1. Submit a completed application and application fee;
2. Be at least 16 years of age;
3. Submit official high school transcript or GED transcript;
4. Submit official college transcripts, if applicable;
- Meet the following assessment requirements:

TEST	Reading	Writing	Numerical
COMPASS	70	32	26
SAT	430	NA	400
ACT	13	12	17

BUSINESS MANAGEMENT DIPLOMA CURRICULUM

The curriculum for the Business Management diploma program is designed for the semester system. A student may enter the program any semester. To graduate, diploma-seeking students must earn a minimum of 47 semester credit hours. The program requires a minimum of 735 contact hours and generally takes 4 semesters to complete.

<u>Program Courses</u>	<u>Credits</u>
General Education Core	8
ENGL 1010 - Fundamentals of English I (OL)	3
MATH 1011 - Business Math (OL)	3
<i>Select one of the following two courses - 2 credits</i>	2
EMPL 1000 - Interpersonal Relations and Professional Development (OL)	
PSYC 1010 - Basic Psychology (OL)	
Occupational Courses	39
MGMT 1100 - Principles of Management (OL)	3
MGMT 1105 - Organizational Behavior (OL)	3
MGMT 1115 – Leadership (OL)	3

MGMT 1120 - Introduction to Business (OL)	3
MGMT 1125 - Business Ethics (OL)	3
MGMT 2115 - Human Resource Management (OL)	3
MGMT 2125 - Performance Management (OL)	3
MGMT 2215 - Team Project (OL)	3
COMP 1000 - Introduction to Computers (OL)	3
<i>Select guided electives in area of concentration</i>	6
<i>Select 1 of 2</i>	3
ACCT 1100 - Financial Accounting I (OL)	
MGMT 1135 - Managerial Accounting and Finance (OL)	
<i>Select 1 of 2</i>	3
MGMT 1110 - Employment Law (OL)	
MKTG 1130 - Business Regulations and Compliance	

(OL) designation indicates course may be available online during selected semesters. * "C" or higher grade is required for this course.

PROGRAM COSTS

Tuition/Fees: \$4245

Books/Supplies: \$1200

(Costs are estimates and are subject to change.)

TOP 10 REASONS

why OTC is the right choice for you!

1. Great-paying careers!
2. Strong **job placement!**
3. Affordable tuition with financial aid options you don't have to pay back!
4. Over 100 majors to choose from!
5. Flexible class scheduling: day, evening, and online classes!
6. Faculty with real-world experience
7. Hands-on learning
8. Small class sizes
9. An Associate's Degree, diploma, or certificate in less 2 years or less!
10. We **GUARANTEE** your education!

GET STARTED TODAY!

1. Select a program! Free career counseling is available.
2. Review the Admissions Checklist and APPLY online at www.ogeecheetech.edu!
3. Plan for expenses. You can view tuition and fees and available financial aid options online as well.

QUESTIONS:

Contact Admissions at 912.688.6994 or via email at enrollmentservices@ogeecheetech.edu!

Ogeechee Technical College does not discriminate on the basis of race, color, national origin, gender or disability. The following individuals have been designated to coordinate the College's implementation of nondiscrimination policies: Kelli Waters, Title IX Coordinator, Office 143D, JEK Building, 912.871.1885 and Penny Hendrix, ADA/Section 504 Coordinator, Office 171E, JEK Building, 912.486.7211.