

| | |
|--|--|
| 2006 - 2007 CERTIFICATE CHECKLIST - Student Version Retail Management | <p style="text-align: center;">Indicate "Status" as: IP = In-progress, ✓ = Completed</p> <p style="text-align: center;">Course Substitution Forms (if applicable) must be submitted with this checklist.</p> <p style="text-align: center;">Did you complete any of these classes at another college? ___Yes ___No</p> <p style="text-align: center;">All courses must have a grade of "C" or above. A minimum of 12 or two-thirds (whichever is greater) of the required units of the specific subject matter must be completed at San Joaquin Delta College. Units earned through Credit by Exam do not apply.</p> |
| Name (last,first): | |
| Student ID: Date: | |

Minimum units required = 24.0

| | | Units | Status |
|---------|----------------------------------|-------|--------|
| BUS 17A | Beginning Business Communication | 3.0 | |
| BUS 22 | Professional Selling | 3.0 | |
| BUS 24 | Retail Management | 3.0 | |
| BUS 30 | Supervision & Human Relations | 3.0 | |
| BUS 31 | Introduction to Management | 3.0 | |
| CSA 20 | Microsoft Word, Excel, & Access | 3.0 | |

Take one of the following:

| | | | |
|---------|--------------------------|-----|--|
| BUS 1A | Principles of Accounting | 5.0 | |
| BUS 10A | Bookkeeping | 3.0 | |

Take one of the following:

| | | | |
|--------|-------------------------------|-----|--|
| BUS 9 | Ethical Issues of Business | 3.0 | |
| BUS 19 | Legal Environment of Business | 3.0 | |