

<b>STUDENT NAME</b>		<b>SID #</b>	
<b>PROGRAM CHAIR</b>		<b>DATE</b>	

PROGRAM REQUIREMENTS			Requested Substitution/Transfer Credits (if applicable)			Completed		
Course	Course Title	CR	College/University	Course	CR	Grade	Quarter	Year
<b>CORE COURSEWORK</b>								
<b>CMST&amp; 230</b>	Small Group Communication	<b>5</b>						
<b>BTS 165</b>	Business Spreadsheet Analysis & Design	<b>5</b>						
<b>BTS 280</b>	Project Planning Tracking & Reporting	<b>5</b>						
<b>BUS 120</b>	Organizational Behavior	<b>5</b>						
<b>BUS 230</b>	Project Management	<b>5</b>						
<b>TOTAL</b>		<b>25</b>						

The Project Management certificate addresses basic project management for better managing time, people, and money resources in a business environment. The certificate serves as the basis for further study and additional specialized skills in project management.

### LEARNING OUTCOMES

Certificate recipients should possess the skills & abilities described below:

- Initiate, plan, execute, monitor and complete projects
- Understand and be able to communicate project management concepts
- Understand and be able to track projects using project management techniques and software
- Use best practices as identified by the profession

### FOR MOST UP-TO-DATE INFORMATION, GO TO:

[www.bellevuecollege.edu/programs/degrees/proftech/bus/#projectmanagement](http://www.bellevuecollege.edu/programs/degrees/proftech/bus/#projectmanagement)

### GAINFUL EMPLOYMENT DISCLOSURE

For details about our graduation rates, the median debt of students who completed the program, and other important information, please visit [www.bellevuecollege.edu/legal/publicdisclosure](http://www.bellevuecollege.edu/legal/publicdisclosure)

### NOTES