

# RETAIL MANAGEMENT – LEVEL 3

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## #24383

Students completing the advanced Level 3 Certificate will increase knowledge and practical experience in business communication, leadership and financial controls. Successful completion of this certificate prepares students to handle the increasing diversity and complexity of modern retail management.

## Program Requirements

This certificate requires:

Completion of the Retail Management - Level 1 coursework

PLUS

PLUS Completion of the Retail Management - Level 2 coursework

PLUS

Completion of the Retail Management - Level 3 coursework

## Required Courses

Retail Management - Level 1 Coursework

VOC BO25 Business Communication

VOC CSB15 Microcomputer Applications

VOC FSH62 Retail Store Management and Merchandising

or VOC BS50 Retail Store Management and Merchandising

Retail Management - Level 2 Coursework

VOC BA11 Fundamentals of Accounting

VOC BM61 Business Organization and Management

VOC BM62 Human Resource Management

VOC BS36 Principles of Marketing

Retail Management - Level 3 Coursework

VOC BA07 Principles of Accounting - Financial

VOC BM60 Human Relations in Business

VOC BO26 Oral Communications for Business

Back to Vocational Programs (<http://catalog.mtsac.edu/programs/noncredit-programs/programsaz/vocational-programs>)

## Program Learning Outcomes

- Students will describe the basic accounting system and how it is used to serve business needs.
- Students will define organizational culture, socialization and mentoring.
- Students will apply communication skills in simulated business situations such as conferences and business groups.

Review Student Learning Outcomes (SLOs) (<http://www.mtsac.edu/instruction/outcomes/sloinfo.html>) for this program.