

# FOUNDATIONS OF BUSINESS, CERTIFICATE

Requirements for an undergraduate certificate may be completed at any campus location offering the specified courses for the certificate.

## Program Description

Introduction to core business concepts. Students develop communication, technical, and analytical skills needed for the contemporary business environment.

## What is Foundations of Business?

The Foundations of Business Certificate is offered by the University College. Regardless of your field of study and career goals, you are very likely to utilize foundational business knowledge in your future career. If you are in a non-business major, this certificate will broaden your fundamental business knowledge and help you develop the basic skills that will be useful in your chosen career path.

You can complete this 13-credit certificate program within a year. The certificate provides foundational knowledge in communication, ethics and social responsibility, and contemporary information technology as tools to accomplish professional tasks effectively.

## You Might Like This Program If...

- You desire to add business skills to your degree program.
- You want to gain exposure to business concepts to enhance your employment opportunities.
- You want to earn a business certificate as a stepping stone to enrolling in an associate or baccalaureate degree program.

## Program Requirements

To earn an undergraduate certificate in Foundations of Business, a minimum of 13 credits is required.

Code	Title	Credits
<b>Required Courses</b>		
BA 243 or BA 241 & BA 242	Social, Legal, and Ethical Environment of Business Legal Environment of Business and Social and Ethical Environment of Business	4
ECON 102 or ECON 104	Introductory Microeconomic Analysis and Policy Introductory Macroeconomic Analysis and Policy	3
ENGL 15 & MIS 204	Rhetoric and Composition and Introduction to Management Information Systems	6

## Certificate Learning Objectives

- **Communication:** Graduates will develop basic written and oral communication skills
- **Ethics:** Graduates will develop an understanding of ethical issues, social responsibilities and resolutions to conflicts in a business environment
- **Technology:** Graduates will be able to use contemporary information technology as tools to accomplish professional tasks effectively

## Academic Advising

The objectives of the university's academic advising program are to help advisees identify and achieve their academic goals, to promote their intellectual discovery, and to encourage students to take advantage of both in-and out-of class educational opportunities in order that they become self-directed learners and decision makers.

Both advisers and advisees share responsibility for making the advising relationship succeed. By encouraging their advisees to become engaged in their education, to meet their educational goals, and to develop the habit of learning, advisers assume a significant educational role. The advisee's unit of enrollment will provide each advisee with a primary academic adviser, the information needed to plan the chosen program of study, and referrals to other specialized resources.

READ SENATE POLICY 32-00: ADVISING POLICY (<https://senate.psu.edu/policies-and-rules-for-undergraduate-students/32-00-advising-policy/>)

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