The Graduate Certificate in Business Management Foundations is offered by the Smeal College of Business. Most career fields today require a foundational business knowledge. The graduate certificate is a 12-credit program that can be completed in one calendar year. The graduate certificate provides foundational knowledge in key areas of business management.

**Effective Semester:** Spring 2019  
**Expiration Semester:** Spring 2024

### Admission Requirements

Applicants apply for admission to the program via the Graduate School application for admission (http://gradschool.psu.edu/prospective-students/how-to-apply). Requirements listed here are in addition to Graduate Council policies listed under GCAC-300 Admissions Policies (http://gradschool.psu.edu/graduate-education-policies). International applicants may be required to satisfy an English proficiency requirement; see GCAC-305 Admission Requirements for International Students (http://gradschool.psu.edu/graduate-education-policies/gcac/gcac-300/gcac-305-admission-requirements-international-students) for more information.

Other admissions requirements include:

- **Official Transcripts** – Submit official transcripts from all post-secondary institutions attended (http://www.gradschool.psu.edu/prospective-students/how-to-apply/new-applicants/requirements-for-graduate-admission), regardless of the number of credits or semesters completed. Transcripts not in English must be accompanied by a certified translation.
- **Grade Point Average (GPA)** – Applicants are expected to have maintained a junior-senior (3rd and 4th years) GPA of at least a 3.00 based on a grading scale of A (4.00) to D (1.00).
- **Application** – Completion of the Graduate School certificate application (http://gradschool.psu.edu/prospective-students/how-to-apply).

### Certificate Requirements

Requirements listed here are in addition to requirements listed in Graduate Council policy GCAC-212 Postbaccalaureate Credit Certificate Programs (http://gradschool.psu.edu/graduate-education-policies/gcac/gcac-200/gcac-212-postbaccalaureate-credit-certificate-programs).

<table>
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<tr>
<th>Code</th>
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<tr>
<td>MBADM 571</td>
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Advanced undergraduate courses numbered between 400 and 499 may be used to meet some graduate degree requirements when taken by graduate students. Courses below the 400 level may not. A graduate student may register for or audit these courses in order to make up deficiencies or to fill in gaps in previous education but not to meet requirements for an advanced degree.

### Contact

**Campus**  
World Campus

**Graduate Program Head**  
Brian Harold Cameron  
mkk114@psu.edu  
(814) 863-0474

**Program Website**  
View (https://www.smeal.psu.edu/bmgfnd)