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?
An introduction to the concepts that comprise the study of business.

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.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BA 243</td>
<td>Social, Legal, and Ethical Environment of Business</td>
<td>4</td>
</tr>
<tr>
<td>or BA 241 &amp; BA 242</td>
<td>Legal Environment of Business and Social and Ethical Environment of Business</td>
<td>4</td>
</tr>
<tr>
<td>ECON 102</td>
<td>Introductory Microeconomic Analysis and Policy</td>
<td>3</td>
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<tr>
<td>or ECON 104</td>
<td>Introductory Macroeconomic Analysis and Policy</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 15 &amp; MIS 204</td>
<td>Rhetoric and Composition and Introduction to Management Information Systems</td>
<td>6</td>
</tr>
</tbody>
</table>

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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http://hazleton.psu.edu/ce (http://hazleton.psu.edu/ce/)

https://york.psu.edu/academics/certificates/business (https://york.psu.edu/academics/certificates/business/)

Hazleton
Debra Conway
Director of Continuing Education