

## Retail Management Certificate Program

### COLORADO

Enroll today in the 10-course Retail Management Certificate at a participating Community College in Colorado. **All of the required courses are available on campus and on-line**, and a variety of other formats such as accelerated classes and hybrid classes (part in-class and part on-line) to serve employees throughout all of Colorado.

This program is endorsed by Western Association of Food Chains. The WAFC is a high-profile, non-profit association dedicated to supporting education for the food industry. **Contact an approved community college and get started today !!**

<u>Community College</u>	<u>Location</u>	<u>Contact Name</u>	<u>Phone</u>	<u>Email</u>
Aims Community College*	Greeley Online	Claudia Stevens  Maxine Christenson	970- 339-6362  970-339-6255	claudia.stevens@aims.edu  maxine.christenson@aims.edu
Arapahoe Community College	Littleton, Castle Rock, Parker, Online	Cindy Somers	303-797-5972	cindy.somers@arapahoe.edu
Community College of Denver*	Denver Online	Carol Miller	303-556-6858	carol.miller@ccd.edu
Colorado Mountain College*	Aspen, Breckenridge, Dillon, Leadville, Glenwood Spgs., Rifle, Steamboat Spgs., Vail, Online	Monique Turek  Linda Cheney-Steen	970-947-8309  970-947-8346	mturek@coloradomtn.edu  Lsteen@coloradomtn.edu
Front Range Community College*	Westminster Fort Collins Online	Kathleen Dodaro  SeonAh Kendall	303-404-5450  970-204-8387	Kathleen.dodaro@frontrange.edu  Seonah.kendall@frontrange.edu
Pueblo Community College*	Pueblo, Canon City, Durango, Cortez Online	Rita Friberg  Joe Easton	719- 225-5287  719- 549-3471	rita.friberg@pueblocc.edu  joe.easton@pueblocc.edu
<b>All participating colleges are WAFC approved; *college certificate approved pending final system level approval.</b>				

**Retail Management Certificate (WAFC endorsed):** The retail management certificate is designed for individuals with career interests in the retail management field. It is especially appropriate for those seeking the skills and knowledge that may prepare them for career advancement. The 10 required courses are practical and relevant for anyone working in, or supporting, a retail environment.

### Certificate Requirements Colorado (common course numbering system)

MAN 128	Human Relations in Organizations	3 credits
MAN 200	Human Resource Management	3 credits
MAN 226	Principles of Management	3 credits
MAR 117	Principles of Retailing	3 credits
MAR 216	Principles of Marketing	3 credits
Select one from each of the following categories:		
ACC 101	Fundamentals of Accounting <b>OR</b> ACC 121 Accounting Principles I*	3 or 4 credits

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BUS 217 Business Communication and Report Writing <b>OR</b> ENG 121 English Composition I*	3 credits
MAT 107 – Career Math, or MAT 108 – Technical Mathematics, or MAT 112 - Financial Math <b>OR</b> BUS 226 Business Statistics* <b>OR</b> MAT 120 or higher*	3 or 4 credits
CIS 115 Introduction to Computer Information Systems <b>OR</b> CIS 118 Intro to PC Applications*	3 credits
COM 125 Interpersonal Communication <b>OR</b> COM 115 Public Speaking *	3 credits

\* Options are identified above for students who anticipate transfer to 4-yr college level Total credit hours 30-32