

# SUPERVISORY MANAGEMENT - CERTIFICATE

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**Offered at:** Ashland Community and Technical College, Big Sandy Community and Technical College, Bluegrass Community and Technical College, Elizabethtown Community and Technical College, Gateway Community and Technical College, Hazard Community and Technical College, Henderson Community College, Hopkinsville Community College, Jefferson Community and Technical College, Madisonville Community College, Maysville Community and Technical College, Owensboro Community and Technical College, Somerset Community College, Southcentral Kentucky Community and Technical College, Southeast Kentucky Community and Technical College, West Kentucky Community and Technical College

**Program Plan Number:** 5202013279

**May be available completely online. Please check with your academic advisor.**

Course	Title	Credits
<b>Required</b>		
CIT 105	Introduction to Computers	3
or OST 105	Introduction to Information Systems	
OST 235	Business Communications Technology	3
or ENG 102	Writing II	
or ENG 203	Business Writing	
BAS 160	Introduction to Business	3
BAS 287	Supervisory Management	3
Select two of the following six Technical courses. Students may select other courses as approved by the Business Administration Program Coordinator.		6
BAS 201	Customer Service Improvement Skills	
BAS 274	Human Resource Management	
BAS 283	Principles of Management	
BAS 288	Personal and Organizational Leadership	
BAS 290	Management, Ethics and Society	
or PHI 150	Business Ethics	
OST 275	Office Management	
<b>Total Credits</b>		<b>18</b>