

NOT FOR PROFIT MANAGEMENT, CERTIFICATE OF SPECIALIZATION

Banner Code: 1_CE_NFPM
Not Financial Aid Eligible

Through the Not-for-Profit management certificate a potential, new or mid-level professional will be prepared to take on the challenges and opportunities of an evolving not-for-profit industry that demands strong management, communication, and critical thinking skills. It will prepare these professionals to take on new roles and approaches in the areas of strategic planning, financial management, capacity building, and program creation and evaluation.

Program Outcome

Students who complete this certificate will be equipped with the knowledge, skills, and resources to take on the challenges and opportunities of an evolving not-for-profit industry that demands strong management, communication, and critical thinking skills.

Certificate of Specialization Requirements

The Certificate of Specialization is a locally approved career program that requires sixteen units or fewer units and is designed to prepare the graduate to enter a particular field of employment. In order to be awarded a certificate, students are required to obtain a grade of "C" or better in all program-required courses. Grades of "CR" or "P" will be accepted whereas "CR" or "P" meets the equivalency of a "C" or better. At least 3 units in an advanced course from the certificate must be completed at OCC at the department's discretion. Certificates of Specialization are not automatically awarded, not printed on official academic transcripts, and there is no acknowledgment of completion given at graduation. Please contact the division for details regarding the submission of petitions as procedures for each division vary. Most division offices prefer that students complete all of the required courses and then provide a copy of the transcript while some divisions allow petitions for Certificates of Specialization before finishing. Check with a counselor to determine the requirements for completion.

A list of certificate programs can be found in the Programs A-Z (<https://catalog.cccd.edu/orange-coast/programs-study/>) section of this catalog.

Course	Title	Units
Required Courses		
ACCT A107	Not for Profit Recordkeeping and Compliance	3
BUS A186	Not for Profit Management	3
BUS A187	Not for Profit Marketing	3
Total Units		9

Program Sequence

These sequences at Orange Coast College are curriculum maps for students to finish all requirements for the certificate. There may be advisories, prerequisites, or time requirements that students need to consider before following these maps. **Students are advised to meet with an Orange Coast College Counselor for alternate sequencing.**

Some courses in this program may be offered once per academic year.

Course	Title	Units
Year 1		
Semester 1		
ACCT A107	Not for Profit Recordkeeping and Compliance	3
BUS A186	Not for Profit Management	3
BUS A187	Not for Profit Marketing	3
Units		9
Total Units		9