

# MANAGEMENT INSTITUTE, CERTIFICATE OF ACHIEVEMENT

---

**Banner Code:** 1\_CM\_MGMI

**Control Number:** 43205

**Not Financial Aid Eligible**

These selected courses are designed for students who desire to sharpen their managerial skills. Completion of all three courses will provide the basic skills necessary to succeed in any managerial position.

## Program Outcomes

1. Function effectively in a management position using the skills, principles, and tools they have acquired.
2. Apply the management principles they have learned to effectively manage in a variety of settings. Distinguish between the qualities of effective and ineffective managers.

Review Graduation Requirements (<https://catalog.cccd.edu/orange-coast/graduation-requirements/certificates/#achievementtext>).

Course	Title	Units
<b>Required Courses</b>		
MGMT A100	Applied Management for Public and Private Organizations	3
MGMT A115 or LEAD A200	Human Relations and Supervision Organizational Leadership	3
BUS/MGMT A239	Professional Communication	3
<b>Total Units</b>		<b>9</b>

## 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.**

Course	Title	Units
<b>Year 1</b>		
<b>Semester 1</b>		
MGMT A100	Applied Management for Public and Private Organizations	3
MGMT A115 or LEAD A200	Human Relations and Supervision or Organizational Leadership	3
BUS/MGMT A239	Professional Communication	3
	<b>Units</b>	<b>9</b>
	<b>Total Units</b>	<b>9</b>