



Business Management - Certificate in Retail Leadership
2025-26 Completion Check

Name:		Completed by:		
ID:		Date:		
Certificate Information				
The Retail Leadership Certificate offers students the opportunity to learn the skills needed to lead or manage in the retail industry. The certificate requirements include skills that are essential in careers as a customer service manager, unit manager, store manager/assistant manager, marketing associate, or merchandising associate.				
Certificate Requirements				
Courses (12 Credits)	Credits	Grade	Semester	Notes
BM 2023 Principles of Customer Service	3			
BM 2613 Business Ethics	3			
BM 2103 Principles of Management	3			
BM 2043 Retail Management	3			
Substitutions must be approved by Program Chair				
Total Credit Hours Required: 12		Min 2.0 GPA ☐		