

Business Technology HS, Technical Certificate

Course #	Course Name	Credit Hours
BUS 113	Business Accounting	3
BUS 131	Computer Applications	3
BUS 133	Office Procedures	3
BUS 134	Leadership Development	3
BUS 135	Introduction to Business	3
BUS 137	Marketing	3
BUS 139	Internship I	3
BUS 150	Personal Finance	3
BUS 151	Business Communication	3
BUS 152	Computerized Accounting	3
SP 100	Public Speaking	3
PDV 001	First Year Experience	
	Total Credits:	33

Cost Estimate	
Technical Certificate Total Cost	\$1,780.00
<p>*all costs are an estimate prepared with latest cost information and may be subject to change. Account balances are due, or payment arrangements made, before the first day of the semester enrolled in. Textbooks are not included in cost estimates. Please check fhct.ecampus.com for current textbook prices.</p>	
Cost Breakdown	
Tuition/Fees/Certifications	\$1,780.00

TESTING CRITERIA

- ACCUPLACER NEXT-GEN scores: Sentence Structure-236; Reading-236; Arithmetic-236 OR Quantitative Reasoning, Algebra, Statistics-236; OR
- ACCUPLACER scores: Sentence Skills-41; Reading-43; Elementary Algebra-35; Arithmetic-47 OR
- ACT scores: English-11; Reading-13; Math-15

SUPPLIES

- Personal computer or laptop computer (A Chromebook will not work for Computer Applications Course – BUS 131. Computer is not included in estimated cost)
- Broadband Internet Service (internet service is not included in estimated cost)
- Students will be required to wear appropriate clothing for an office setting during internships.

*Do not purchase any supplies until you check with the instructor. Check with instructor for minimum requirements.