

CERTIFICATE

PROGRAMS



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WHAT IS THE CERTIFICATE PROGRAM?

The certificate programs provide working professionals an opportunity to experience college level study without committing to a full degree program with the option of pursuing a business administration degree at FTU upon successful completion.



CERTIFICATES OFFERED

CBM

Certificate in
Business
Management

CFA

Certificate in
Financial
Accounting

CHR

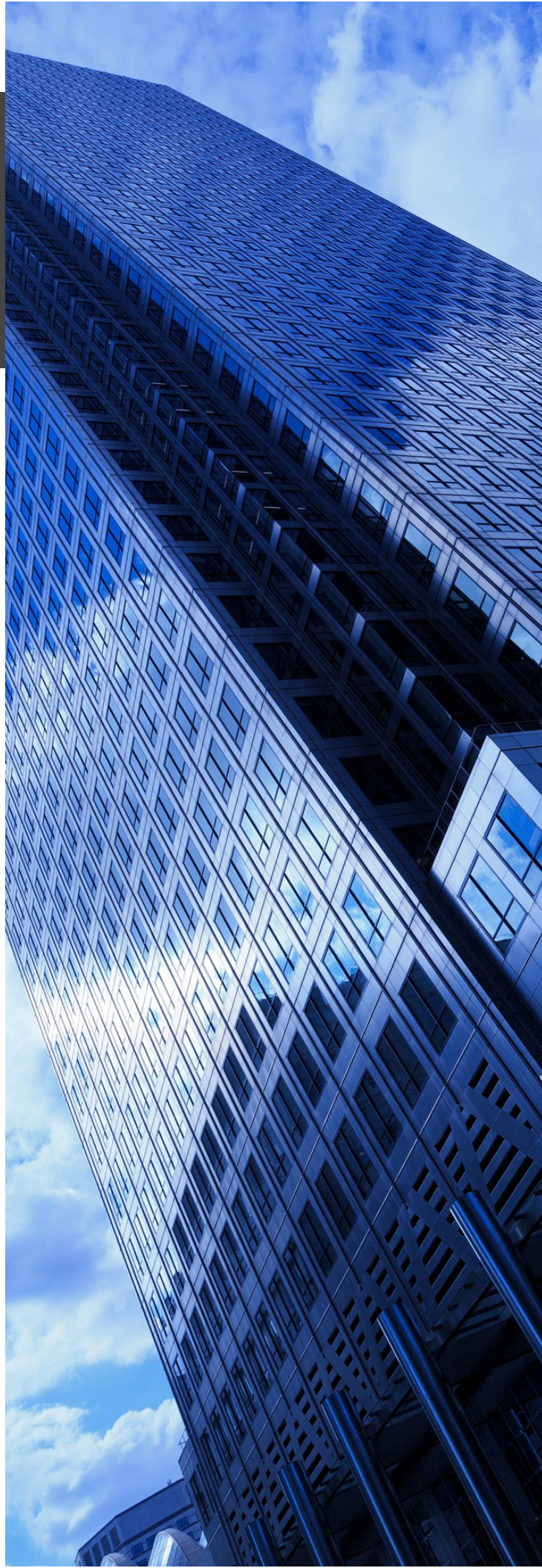
Certificate in
Human Resources
Management

**CL
SCM**

Certificate in
Logistics & Supply
Chain Management

CMM

Certificate in
Marketing
Management



CERTIFICATE IN BUSINESS MANAGEMENT

PROGRAM DESCRIPTION

The business management certificate is an excellent option for students to obtain continuing education and gain an edge over their peers. It is also an excellent opportunity for those who have graduated in a non-business field to develop foundational business expertise.

PROGRAM OBJECTIVES

- Working professionals an opportunity to experience college level study without committing to a full degree program.
- Academic experience and a credential in a given discipline.
- Practical knowledge with an understanding of the integrated nature of business functions.
- The opportunity to explore the issues that characterize the contemporary business environment.



PROGRAM DESCRIPTION

Employees with expertise in financial accounting inform and drive some of the most critical decisions impacting any business organization. Also a solid foundation in finance is required of any entrepreneur. This certificate program will develop students' expertise in financial accounting. Students can use the program for continuing education, professional advancement, or simply to broaden their business acumen.

CERTIFICATE IN FINANCIAL ACCOUNTING

PROGRAM OBJECTIVES

- Working professionals an opportunity to experience college level study without committing to a full degree program;
- Academic experience and a credential in a given discipline;
- Practical knowledge with an understanding of the integrated nature of business functions;
- The opportunity to explore the issues that characterize the contemporary business environment



CERTIFICATE IN HUMAN RESOURCES MANAGEMENT

PROGRAM DESCRIPTION

Human resources management certificate program is designed to give students a well-rounded foundational knowledge of the most critical issues facing human resources professionals today.

PROGRAM OBJECTIVES

Working professionals an opportunity to experience college level study without committing to a full degree program.

Academic experience and a credential in a given discipline. Practical knowledge with an understanding of the integrated nature of business functions. The opportunity to explore the issues that characterize the contemporary business environment.



PROGRAM DESCRIPTION

Supply chain management is driving the world's major global companies. Emerging markets such as China, India, and Brazil are becoming more interlinked and integrated with the established industrial economies, such as USA and Europe. Logistics and supply chain management are undergoing the greatest changes among the traditional business functions. Development in technology, business relationships, and globalization makes the evolution of logistics the key to sustainable competitive advantage. The program provides students with grounding in operations, logistics, and supply chain management.

CERTIFICATE IN LOGISTICS & SUPPLY CHAIN MANAGEMENT

PROGRAM OBJECTIVES

- Working professionals an opportunity to experience college level study without committing to a full degree program.
- Academic experience and a credential in a given discipline.
- Practical knowledge with an understanding of the integrated nature of business functions.
- The opportunity to explore the issues that characterize the contemporary business environment.



PROGRAM DESCRIPTION

Marketing Managers are to develop effective and productive marketing plans for their organizations. Marketing Specialists are widely hired by retail, service, manufacturing, healthcare and education industries. This course will offer students the opportunity to expand their knowledge and understanding in customer relationships, product development, brand identity, competitive pricing, distribution channels, marketing communications, advertising, public relations, marketing plans and personal selling.

CERTIFICATE IN MARKETING MANAGEMENT

PROGRAM OBJECTIVES

Working professionals an opportunity to experience college level study without committing to a full degree program.

Academic experience and a credential in a given discipline. Practical knowledge with an understanding of the integrated nature of business functions. The opportunity to explore the issues that characterize the contemporary business environment.



CAREER OPPORTUNITIES

CERTIFICATE IN BUSINESS MANAGEMENT

43-4171 Appointment Clerks, 43-6011 Administrative Assistants, Executive, 43-6014 Administrative Assistants, Except Legal, Medical, and Executive, 43-9060 Office Clerks, General, 43-9061 Office Assistants, 43-9000 Other Office and Administrative Support Workers, 43-9199 Office Support Workers, All Other.

CERTIFICATE IN FINANCIAL ACCOUNTING

43-3031 Accounting Clerks, 43-4171 Appointment Clerks, 43-6011 Administrative Assistants, Executive, 43-6014 Administrative Assistants, Except Legal, Medical, and Executive, 43-9060 Office Clerks, General, 43-9061 Office Assistants, 43-9000 Other Office and Administrative Support Workers, 43-9199 Office Support Workers, All Other.

CERTIFICATE IN HUMAN RESOURCES MANAGEMENT


43-4160 Human Resources Assistants, Except Payroll and Timekeeping, 43-4161 Human Resources Assistants, Except Payroll and Timekeeping, 43-4171 Appointment Clerks, 43-6011 Administrative Assistants, Executive, 43-6014 Administrative Assistants, Except Legal, Medical, and Executive, 43-9060 Office Clerks, General, 43-9061 Office Assistants, 43-9000 Other Office and Administrative Support Workers, 43-9199 Office Support Workers, All Other.

CERTIFICATE IN LOGISTICS & SUPPLY CHAIN MANAGEMENT

43-4171 Appointment Clerks, 43-6011 Administrative Assistants, Executive, 43-6014 Administrative Assistants, Except Legal, Medical, and Executive, 43-9060 Office Clerks, General, 43-9061 Office Assistants, 43-9000 Other Office and Administrative Support Workers, 43-9199 Office Support Workers, All Other.

CERTIFICATE IN MARKETING MANAGEMENT

43-4171 Appointment Clerks, 43-6011 Administrative Assistants, Executive, 43-6014 Administrative Assistants, Except Legal, Medical, and Executive, 43-9060 Office Clerks, General, 43-9061 Office Assistants, 43-9000 Other Office and Administrative Support Workers, 43-9199 Office Support Workers, All Other.



Visit our website for
more information on our
programs, curriculum,
and to learn more!

www.ftu.edu

WHAT DID STUDENTS HAVE TO SAY?

MICHAEL DAVID S. (MBA)

"The FTU program allows a motivated professional to complete the MBA program in a timely and cost effective manner. This program has allowed me to obtain business knowledge in a fashion that was far less disturbing to my already hectic schedule."

PETERLIS O. M. (BS)

"The knowledge I have acquired since I started the course cannot be matched and I personally have seen and experienced how empty I was before taking the courses. I have seen myself growing from strength to strength, little by little, at my own pace and that is beautiful because of the hectic work schedule I have. My courses are detailed and arranged in such a way that I can apply them in my working environment."

WANG E. (MBA IN EXECUTIVE MANAGEMENT)

"No expression but a simple "Thank you" to show my most sincere appreciation from the bottom of my heart to you and the staff of FTU. Perspectives are now formed, organized and evaluated from multiple angles through your training process and a passage has already been paved for a new chapter of my professionalism. Without any dispute, it will be considered the most valuable asset I ever possessed. Again, thanks for all your efforts and most importantly, believing in me."

FTU's philosophy is based on the belief that professional experience and education are interrelated. Therefore, each student's academic program culminates in the completion of an academic project related to a student's practical experience and/or occupation. As FTU's instructional goals are flexible and personalized, this project is developed with the assistance and approval of assigned faculty, qualified in the student's subject area.

THE FTU PHILOSOPHY

Once having accomplished these goals, the following outcomes will be evidenced by the adult learner: (a) demonstrated mastery of course work assigned, (b) ability to analyze, define and recommend solutions to given problems, (c) demonstrated ability to reason and think abstractly, (d) demonstrated depth and breadth of knowledge in specified area of concentration, (e) an educational preparedness suitable to pursue advanced degree Programs, (f) an educational preparedness to qualify students to assume key responsibilities in business and professional environments.



ACADEMIC CALENDAR

Frederick Taylor University maintains continuous enrollment throughout the year by operating on a trimester academic calendar.

A trimester system divides the year into three terms:

Spring, Summer, Fall.

Each term is 16 weeks long and divided into eight week sessions.

Each course is 8 weeks long.

SPRING (JANUARY - APRIL)

Spring Session 1 (Jan-Feb)

Spring Session 2 (Mar-Apr)

SUMMER (MAY - AUGUST)

Summer Session 1 (May-Jun)

Summer Session 2 (Jul-Aug)

FALL (SEPTEMBER - DECEMBER)

Fall Session 1 (Sep-Oct)

Fall Session 2 (Nov-Dec)

Visit our website to learn more about our admissions process and tuition fees by going to **WWW.FTU.EDU** to learn more!



CERTIFICATE ADMISSION & GRADUATION REQUIREMENTS

APPLY FOR ADMISSIONS

Complete the Application
Submit Application / Registration Fee
Proof of Graduation: High School or GED
Personal Identification

COMPLETION REQUIREMENTS

Successful completion of 10 semester units (150 clock hours) of study is required.

COURSEWORK REQUIREMENTS

Visit our website for course requirements at: www.ftu.edu

BENEFITS

No campus attendance is required.



Study, read, and complete your assignments independently and on your own time schedule. No group assignments are required.



Flat tuition and scholarships available!



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