

GENERAL BUSINESS MANAGEMENT - CERTIFICATE OF COMPLETION

Doña Ana Community College 2026-2027 Catalog (22 credits)

NOTE: Students must earn a final grade of C- or better in all Technical Requirements courses and Area of Interest courses and achieve a cumulative grade-point average of at least 2.0. A grade of C- or better is required in ENGL 1110G Composition I and designated Mathematics courses.

Students must complete all University certificate requirements, which include: General Education requirements and elective credits to total at least 22 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

Prefix	Title	Credits
General Education Requirements		
Area I: Communications - English Composition Level 1		
ENGL 1110G	Composition I (or ENGL 2210G, grade C- or higher) ^{1,2}	4
or ENGL 1110H	Composition I Honors	
or ENGL 1110M	Composition I	
Area II: Mathematics		
MATH 1130G	Survey of Mathematics (grade C- or higher) ¹	3
Technical Requirements		
BUSA 1110	Intro to Business ¹	3
MGMT 2110	Principles of Management ¹	3
or BMGT 140	Principles of Supervision I	
Area of Interest Courses		
Select 9 credits from one or more of the following Areas of Interest.		9
Specific courses listed below.		
<i>Finance and Banking Services</i> ³		
BMGT 112	Banks and Your Money	
BMGT 232	Personal Finance	
<i>General Management</i> ³		
BMGT 250	Diversity in the Workplace	
BMGT 280	Introduction to Human Resources	
BMGT 282	Introduction to International Business Management	
BMGT 286	Introduction to Logistics	
BMGT 287	Introduction to Export/Import	
HIT 240	Health Information Quality Management	
<i>Retail Marketing and Sales</i> ³		
BMGT 126	Retail Management	
BMGT 132	Principles of Selling	
BMGT 136	Forecasting Business Activity	
BMGT 138	Advertising	
BMGT 205	Customer Service in Business	
Total Credits		22

² This course requires a grade of C- or better.

³ Work with your Faculty Advisor to select Area of Interest courses that meet your career goals.

(22 credits)

A Suggested Plan of Study

The contents of this roadmap may vary depending on initial student placement in mathematics and English. This is only a suggested plan of study for students, and is not intended as a contract. Individual student academic plans may vary. Please contact your academic advisor to create a plan that works for you. Course availability may vary from fall to spring semester and may be subject to modification or change.

NOTE: Students must earn a final grade of C- or better in all required Technical Requirements and Area of Interest courses and achieve a cumulative grade-point average of at least 2.0. A grade of C- or better is required in ENGL 1110G Composition I and designated Mathematics courses.

Students must complete all University certificate requirements, which include: General Education requirements and elective credits to total at least 22 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

Semester 1	Credits
Area I: Communications - English Composition Level 1	4
ENGL 1110G	Composition I (or ENGL 2210G, grade C- or higher)
Area II: Mathematics	
MATH 1130G	Survey of Mathematics (grade C- or higher)
BUSA 1110	Intro to Business
Credits	
10	
Semester 2	
MGMT 2110	Principles of Management
or BMGT 140	or Principles of Supervision I
Choose three from the following:	
BMGT 112	Banks and Your Money
BMGT 232	Personal Finance
General Management	
BMGT 250	Diversity in the Workplace
BMGT 280	Introduction to Human Resources
BMGT 282	Introduction to International Business Management
BMGT 286	Introduction to Logistics
BMGT 287	Introduction to Export/Import
HIT 240	Health Information Quality Management
Retail Marketing and Sales	
BMGT 126	Retail Management
BMGT 132	Principles of Selling
BMGT 136	Forecasting Business Activity
BMGT 138	Advertising
BMGT 205	Customer Service in Business
Credits	
12	
Total Credits	
22	

¹ Courses are identical to those offered at New Mexico State University Las Cruces (main) Campus.