Applied Studies Division

Business Management

- Business Information Management
- Business Management
- E-Business
- Entrepreneurship
- General Management
- Human Resources Management
- Leadership
- Marketing
- Office Communications
- Ohio Real Estate Broker
- Ohio Real Estate Salesperson

Opportunity starts HERE
lakelandcc.edu
Management is a universal concept used by small operations to large corporations, nonprofits and government organizations.

A degree or certificate in business management prepares students to assume a leadership role within any organization.

Career Opportunities

The Northeastern Ohio area has a continuing demand for trained supervisors, middle managers, administrative assistants, and entrepreneurs who understand how to plan, organize, direct, communicate, and control business operations. Graduates can look forward to rewarding and exciting careers in large or small organizations. Depending on the area of concentration or personal experience, management career opportunities are available in a myriad of sectors including: healthcare, government, nonprofit, financial, advertising, marketing, industrial, real estate, purchasing, computer information systems, entrepreneurship and many more.

The Lakeland Advantage

• The Associate of Applied Business degree in General Management may be earned entirely online.
• Advisory committees of employers and professionals in business and industry ensure that Lakeland’s business programs are up-to-date with the ever-changing employment market.
• Business students can join many clubs and organizations on campus to expand and apply their knowledge.

Lakeland’s Program

Lakeland prepares students for a career in business by developing skills demanded by employers including: oral and written communication skills, effective problem solving and decision-making skills, the ability to accomplish goals in a team environment, and leadership skills. Students start courses with basic requirements and thereafter move into a specialized area or choose a generalized field of management.

Areas of concentration include:

• Business Information Management
• Entrepreneurship
• General Management
• Human Resources Management
• Marketing

Lakeland offers 10 business management and marketing certificates. All credits earned toward a certificate can also be applied toward an associate degree in business. These certificates provide evidence that a student has completed a focused curriculum program in the specialty area designated by the certificate. Earning a certificate is often a short-range goal for students planning to pursue a business degree. In addition, students who already have a baccalaureate degree in a non-business field may apply certificates as academic credentials for employment or promotion purposes.

Certificates include:

• Business Information Management
• Business Management
• E-Business
• Entrepreneurship
• Human Resources Management
• Leadership
• Marketing
• Office Communications
• Ohio Real Estate Broker
• Ohio Real Estate Salesperson
### Business Information Management Concentration (9222)

**NOTE:** Students planning to transfer to a four-year college are encouraged to take ENGL 1120 English Composition II in addition to the following requirements.

#### First Semester:
- BUSM 1300 . . . . . . . . . Introduction to Business .......................... 3
- COMM 1000 . . . . . . . . . Effective Public Speaking ......................... 3
- ENGL 1110* . . . . . . . . . English Composition I (A) ....................... 3
  **OR**
  - ENGL 1111 . . . . . . . . . English Composition I (B)
  - FYEX 1000 . . . . . . . . . First Year Experience ............................. 1
  - ITIS 1005 . . . . . . . . . Computers and Information Processing ....... 3
  **OR**
  - ITIS 1007 . . . . . . . . . Principles of Information Technology and Computer Science
  - MATH 1040** . . . . . . . . . Applied Business Mathematics ............... 2

#### Second Semester:
- BUSM 1330 . . . . . . . . . Business Ethics .................................... 3
- BUSM 2000 . . . . . . . . . Principles of Management .......................... 3
- ECON 2600 . . . . . . . . . Principles of Microeconomics .................... 3
- ITCS 1010 . . . . . . . . . Programming Logic .................................. 3
- ITIS 1100 . . . . . . . . . Internet: Services, Tool, and Web Page Creation 2
- ITON 1070 . . . . . . . . . Operating Systems: Skills and Techniques ...... 1
- MATH 1050** . . . . . . . . . Mathematics of Finance ......................... 2

#### Third Semester:
- BUSM 2300 . . . . . . . . . Human Resource Management ...................... 3
  **OR**
  - BUSM 2500 . . . . . . . . . Principles of Marketing .......................... 3
  - BUSM 2400 . . . . . . . . . Business Communication ......................... 3
  - ITCS 1105 . . . . . . . . . Web Programming I .................................. 3
  - ITDB 1400 . . . . . . . . . Introduction to SQL .................................. 2
  - ITIS 1520 . . . . . . . . . Microsoft Office Excel: Skills and Techniques ..... 3
  - ITON 1205 . . . . . . . . . Network+ and Networking Essentials ............ 2

#### Fourth Semester:
- ACCT 1100 . . . . . . . . . Introduction to Financial Accounting ............. 4
- BUSM 2700 . . . . . . . . . Management Philosophy and Practice ........... 3
- ITIS 1405 . . . . . . . . . Oracle PL/SQL Programming ........................ 2
- ITIS 2015 . . . . . . . . . Information Technology Project Management ...... 3
  Choose course(s) from the Arts and Humanities Electives list. ................ 3

**Program Total: 63**

*English course selection is based on placement test results (ENGL 1111 is 4 credits, only 3 credits apply to the degree).

**Students planning to transfer to a four-year college should take a sequence of math as advised by their counselor.

### Arts and Humanities Electives: minimum 3 credits
- ARTS 1120, 2220, 2230; ENGL 2250, 2260, 2280, 2290; HUMX 1100, 1200; MUSC 1200, 1215, 1800, 2200, 2250; PHIL 1500, 2000; PHOT 1000

### Entrepreneurship Concentration (9215)

This concentration prepares students who plan to start and/or operate their own business. Core courses include coverage of all of the business functions that an owner/manager would be expected to understand while addressing entrepreneurship, small business management, small business finance, and the creation of the new venture.

**NOTE:** Students planning to transfer to a four-year college are encouraged to take ENGL 1120 English Composition II in addition to the following requirements.

#### First Semester:
- ACCT 1100 . . . . . . . . . Introduction to Financial Accounting ............. 4
- BUSM 1300 . . . . . . . . . Introduction to Business .......................... 3
- BUSM 1620 . . . . . . . . . Introduction to Entrepreneurship ............... 3
- ENGL 1110* . . . . . . . . . English Composition I (A) ....................... 3
  **OR**
  - ENGL 1111 . . . . . . . . . English Composition I (B)
  - FYEX 1000 . . . . . . . . . First Year Experience ............................. 1
  - MATH 1040** . . . . . . . . . Applied Business Mathematics ............... 2
  - ITIS 1000*** . . . . . . . . Basic Computer and Microsoft Office Skills .... 1
  **OR**
  - ITIS 1005 . . . . . . . . . Computers and Information Processing ...

#### Second Semester:
- ACCT 1270**** . . . . . Financial Analysis Using Spreadsheets ............... 3
  **OR**
  - ACCT 1200 . . . . . . . . . Introduction to Managerial Accounting .... 3
  - BUSM 1330 . . . . . . . . . Business Ethics .................................... 3
  - BUSM 1640 . . . . . . . . . Entrepreneurial Management .................... 3
  - COMM 1000 . . . . . . . . . Effective Public Speaking ....................... 3
  - MATH 1050** . . . . . . . . . Mathematics of Finance ......................... 2

#### Third Semester:
- BUSM 2000 . . . . . . . . . Principles of Management .......................... 3
- BUSM 2400 . . . . . . . . . Business Communication ......................... 3
- BUSM 2500 . . . . . . . . . Principles of Marketing ............................ 3
- ECON 2600 . . . . . . . . . Principles of Microeconomics .................... 3
- FINN 1300 . . . . . . . . . Financial Management for the Small Business .... 3

#### Fourth Semester:
- BUSM 2100 . . . . . . . . . Business Law I .................................... 3
- BUSM 2300 . . . . . . . . . Human Resource Management ..................... 3
- BUSM 2650 . . . . . . . . . New Venture Creation ................................ 3
- BUSM 2700 . . . . . . . . . Management Philosophy and Practice ............ 3
  Choose course(s) from the Arts and Humanities Electives list. ................ 3

**Program Total: 61**

*English course selection is based on placement test results (ENGL 1111 is 4 credits, only 3 credits apply to the degree).

**Students planning to transfer to a four-year college should take a sequence of math as advised by their counselor.

**Students may substitute ITIS 1005. This 3 credit course may be required for the creation of the new venture.

**Students planning to transfer to a four-year college should take a sequence of accounting courses as advised by their counselor.

### Arts and Humanities Electives: minimum 3 credits
- ARTS 1120, 2220, 2230; ENGL 2250, 2260, 2280, 2290; HUMX 1100, 1200; MUSC 1200, 1215, 1800, 2200, 2250; PHIL 1500, 2000; PHOT 1000
General Management Concentration (9224)
This concentration prepares students to be a generalist in the management field and is the most versatile option in terms of the students’ selection of courses to meet individual or organizational needs. Core courses include coverage of all of the business functions which a manager would be expected to understand, and a wide variety of elective courses which enable students to select topics of particular relevance to them or their employers.

NOTE: Students planning to transfer to a four-year college are encouraged to take ENGL 1120 English Composition II in addition to the following requirements.

First Semester:
ACCT 1100 ........ Introduction to Financial Accounting ................................. 4
BUSB 1300 ........ Introduction to Business .............................................. 3
COMM 1000 .......... Effective Public Speaking .......................................... 3
ENGL 1110* .......... English Composition I (A) ....................................... 3
OR
ENGL 1111 .......... English Composition I (B)
FYEX 1000 .......... First Year Experience .................................................... 1
ITIS 1000** .......... Basic Computer and Microsoft Office Skills .................. 1
OR
ITIS 1005 .......... Computers and Information Processing
MATH 1040*** ......... Applied Business Mathematics ................................ 2

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Second Semester:
BUSB 1330 .......... Business Ethics ............................................................... 3
BUSB 2000 .......... Principles of Management .............................................. 3
BUSB 2300 .......... Principles of Marketing .................................................. 3
ECON 2600 .......... Principles of Microeconomics ..................................... 3
MATH 1050** ......... Mathematics of Finance ............................................. 2
OR
ENGL 1111 .......... English Composition I (B)
FYEX 1000 .......... First Year Experience .................................................... 1
ITIS 1000** .......... Basic Computer and Microsoft Office Skills .................. 1
OR
ITIS 1005 .......... Computers and Information Processing
MATH 1040*** ......... Applied Business Mathematics ................................ 2

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Third Semester:
BUSB 1500 .......... International Business in a Global Environment .............. 3
BUSB 2100 .......... Business Law I ............................................................... 3
BUSB 2300 .......... Human Resource Management ...................................... 3
BUSB 2400 .......... Business Communication ............................................. 3
Choose course from the Technical Electives list .................................... 3

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Fourth Semester:
ACCT 1270** .......... Financial Analysis Using Spreadsheets .......................... 3
OR
ACCT 1200 .......... Introduction to Managerial Accounting
BUSB 2700 .......... Management Philosophy and Practice ............................ 3
Choose course(s) from the Technical Electives list ................................ 6

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Technical Electives: minimum 9 credits
BUSB 1620 .......... Introduction to Entrepreneurship ................................... 3
BUSB 1640 .......... Entrepreneurial Management ........................................... 3
BUSB 1700 .......... Principles of E-Business .................................................... 3
BUSB 2150 .......... Business Law II ............................................................... 3
BUSB 2250 .......... Leadership Development .................................................. 3
BUSB 2330 .......... Employment Practices ..................................................... 3
BUSB 2350 .......... Labor-Management Relations ......................................... 3
BUSB 2370 .......... Compensation and Benefits .......................................... 3
BUSB 2380 .......... Training Skills and Techniques ....................................... 3
BUSB 2520 .......... Marketing of Services ...................................................... 3
BUSB 2530 .......... Advertising ................................................................. 3
BUSB 2550 .......... Direct and Internet Marketing ....................................... 3

Arts and Humanities Electives: minimum 3 credits
ARTS 1120, 2220, 2230; ENGL 2250, 2260, 2280, 2290; HUMX 1100, 1200;
MUSC 1200, 1215, 1800, 2200, 2250; PHIL 1500, 2000; PHOT 1000

Human Resources Management Concentration (9225)
This concentration provides students with the knowledge and skills necessary to effectively manage the human resource aspects of a business. Courses address the overall management and planning of staffing requirements, training and development, compensation and benefits, labor management relations, and related topics.

NOTE: Students planning to transfer to a four-year college are encouraged to take ENGL 1120 English Composition II in addition to the following requirements.

First Semester:
ACCT 1100 .......... Introduction to Financial Accounting ................................. 4
BUSB 1300 .......... Introduction to Business .............................................. 3
COMM 1000 .......... Effective Public Speaking ............................................. 3
ENGL 1110* .......... English Composition I (A) ....................................... 3
OR
ENGL 1111 .......... English Composition I (B)
FYEX 1000 .......... First Year Experience .................................................... 1
ITIS 1000** .......... Basic Computer and Microsoft Office Skills .................. 1
OR
ITIS 1005 .......... Computers and Information Processing
MATH 1040*** ......... Applied Business Mathematics ................................ 2

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Second Semester:
BUSB 1330 .......... Business Ethics ............................................................... 3
BUSB 2000 .......... Principles of Management .............................................. 3
BUSB 2300 .......... Principles of Marketing .................................................. 3
ECON 2600 .......... Principles of Microeconomics ..................................... 3
MATH 1050** ......... Mathematics of Finance ............................................. 2
OR
ENGL 1111 .......... English Composition I (B)
FYEX 1000 .......... First Year Experience .................................................... 1
ITIS 1000** .......... Basic Computer and Microsoft Office Skills .................. 1
OR
ITIS 1005 .......... Computers and Information Processing
MATH 1040*** ......... Applied Business Mathematics ................................ 2

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Third Semester:
BUSB 2100 .......... Business Law I ............................................................... 3
BUSB 2300 .......... Human Resource Management ...................................... 3
BUSB 2400 .......... Business Communication ............................................. 3
Choose course from the Arts and Humanities Electives list .............................................. 3
Choose course from the Technical Electives list .............................................. 6

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Fourth Semester:
ACCT 1270** .......... Financial Analysis Using Spreadsheets .......................... 3
OR
ACCT 1200 .......... Introduction to Managerial Accounting
BUSB 2700 .......... Management Philosophy and Practice ............................ 3
Choose course(s) from the Arts and Humanities Electives list .............................................. 3

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Program Total: 61

*English course selection is based on placement test results (ENGL 1111 is 4 credits, only 3 credits apply to the degree).
**Students may substitute ITIS 1005. This 3 credit course may be required for students transferring to a four-year college.
***Students planning to transfer to a four-year college should take a sequence of math as advised by their counselor.
****Students planning to transfer to a four-year college should take a sequence of accounting courses as advised by their counselor.
*English course selection is based on placement test results (ENGL 1111 is 4 credits, only 3 credits apply to the degree).

**Students may substitute ITIS 1005. This 3 credit course may be required for students transferring to a four-year college.

***Students planning to transfer to a four-year college should take a sequence of math as advised by their counselor.

****Students planning to transfer to a four-year college should take a sequence of accounting courses as advised by their counselor.

**Arts and Humanities Electives: minimum 3 credits**
ARTS 1120, 2220, 2230; ENGL 2250, 2260, 2280, 2290; HUMX 1100, 1200; MUSC 1200, 1215, 1800, 2200, 2250; PHIL 1500, 2000; PHOT 1000

**Marketing Concentration (9227)**

This concentration prepares students for management or leadership roles in the field of marketing. It enables students to select from a number of relevant courses including advertising, sales, research, and marketing technology.

**NOTE:** Students planning to transfer to a four-year college are encouraged to take ENGL 1120 English Composition II in addition to the following requirements.

**First Semester:**
ACCT 1100  Introduction to Financial Accounting  4
BUSM 1300  Introduction to Business  3
COMM 1000  Effective Public Speaking  3
ENGL 1110*  English Composition I (A)  3
OR
ENGL 1111  English Composition I (B)  3
FYEX 1000  First Year Experience  1
ITIS 1000**  Basic Computer and Microsoft Office Skills  1
OR
ITIS 1005  Computers and Information Processing  3
MATH 1040***  Applied Business Mathematics  2

**Second Semester:**
BUSM 1330  Business Ethics  3
BUSM 2000  Principles of Management  3
BUSM 2500  Principles of Marketing  3
ECON 2600  Principles of Microeconomics  3
MATH 1050***  Mathematics of Finance  2

**Third Semester:**
BUSM 1300  Professional Personal Selling  3
BUSM 1700  Principles of E-Business  3
BUSM 2100  Business Law I  3
BUSM 2400  Business Communication  3
BUSM 2520  Marketing of Services  3
BUSM 2530  Advertising  3

**Fourth Semester:**
ACCT 1270****  Financial Analysis Using Spreadsheets  3
OR
ACCT 1200  Introduction to Managerial Accounting  3
BUSM 2550  Direct and Internet Marketing  3
BUSM 2700  Management Philosophy and Practice  3
Choose course(s) from the Arts and Humanities Electives list  3

**Certificate Total:** 25

**Program Total:** 61
**Economics Certificate (2200)**

- BUSM 2300 - Principles of Microeconomics
- BUSM 1300 - Introduction to Business
- BUSM 1710 - Introduction to Management

For more information about the degree requirements, please visit lakelandcc.edu/go/ge/?g=2200.

**Business Management Certificate (2201)**

This certificate is designed for students who are or want to be in management or leadership positions in any type of formal organization setting. Students will learn the concepts and practice of planning, organization theory, leadership, communication, and control processes applied to all types of resources, products, and services.

**Required:**
- BUSM 1300 - Introduction to Business
- BUSM 1330 - Business Ethics
- BUSM 1500 - International Business in a Global Environment
- BUSM 2000 - Principles of Management
- BUSM 2100 - Business Law I
- BUSM 2300 - Human Resource Management

Choose course(s) from the Electives List.

**Electives: minimum 6 credits**
- ACCT 1100 - Introduction to Financial Accounting
- BUSM 2110 - Business Ethics
- BUSM 2330 - Human Resource Management
- BUSM 2370 - Compensation and Benefits
- BUSM 2390 - Principles of Microeconomics

**Certificate Total: 24-25**

**Entrepreneurship Certificate (2291)**

This certificate is designed for students who plan to start and operate their own business or who are already managing in a small business. Courses address all aspects of small business operations, including the legal, financial, marketing, and human resource issues which face the entrepreneur.

**Required:**
- BUSM 1300 - Introduction to Business
- BUSM 1330 - Business Ethics
- BUSM 1500 - International Business in a Global Environment
- BUSM 2000 - Principles of Management
- BUSM 2100 - Business Law I
- BUSM 2300 - Human Resource Management
- BUSM 2500 - Principles of Marketing
- BUSM 2520 - Marketing of Services
- BUSM 2530 - Advertising
- BUSM 2540 - Sales Management
- BUSM 2550 - Direct and Internet Marketing

**Certificate Total: 27**

**Human Resources Management Certificate (2251)**

This certificate is designed for students who intend to work in the human resource field. It develops the skills and knowledge required to plan for, acquire, train, evaluate, determine compensation and benefits, and manage performance for the human resources of an organization.

**Required:**
- BUSM 1300 - Introduction to Business
- BUSM 1330 - Business Ethics
- BUSM 2000 - Principles of Management
- BUSM 2100 - Business Law I
- BUSM 2300 - Human Resource Management
- BUSM 2330 - Human Resource Management
- BUSM 2370 - Compensation and Benefits
- BUSM 2380 - Training Skills and Techniques

**Certificate Total: 27**

**E-Business Certificate (2202)**

This certificate is designed for students who are working or who want to work in the field of e-business. Courses include all principles of e-business management including legal, marketing, and management.

**Required:**
- BUSM 1300 - Introduction to Business
- BUSM 1330 - Business Ethics
- BUSM 1700 - Principles of E-Business
- BUSM 2500 - Principles of Marketing
- ITIS 1105 - Internet: Services, Tools, and Web Page Creation
- ITIS 1520 - Microsoft Office Excel: Skills and Techniques
- ITIS 2015 - Information Technology Project Management
- ITON 1205 - Network+ and Networking Essentials
- ITIS 2035 - Information Technology Infrastructure

Choose course(s) from the Electives List.

**Electives: minimum 9 credits**
- ACCT 1100 - Introduction to Financial Accounting
- BUSM 2110 - Business Ethics
- BUSM 2330 - Human Resource Management
- BUSM 2370 - Compensation and Benefits
- BUSM 2390 - Principles of Microeconomics
- BUSM 2380 - Principles of Microeconomics
- BUSM 2540 - Sales Management
- BUSM 2550 - Direct and Internet Marketing
- ECON 2600 - Principles of Microeconomics
- ITIS 1005 - Computers and Information Processing

**Certificate Total: 24-25**
**Leadership Certificate (2262)**

This certificate provides students with the skills to become leaders in their career, personal, and public lives. Students will study the concepts of ethical leadership and management with a strong focus on communication skills.

**Required:**
- BUSM 1300..........Introduction to Business................................ 3
- BUSM 1330..........Business Ethics ........................................... 3
- BUSM 1400..........Professional Personal Selling.............................. 3
- BUSM 1700..........Principles of E-Business................................ 3
- BUSM 2500..........Principles of Marketing ................................... 3
- BUSM 2520..........Marketing of Services ..................................... 3
- BUSM 2550..........Direct and Internet Marketing............................ 3
- OR
- BUSM 2560..........International Marketing .................................... 3
- BUSM 2530..........Advertising .................................................. 3
- ECON 2600..........Principles of Microeconomics ............................. 3
- Choose course(s) from the Electives list ..................................... 3-4
- **Certificate Total: 25**

**Office Communications Certificate (2610)**

**First Semester:**
- BUSM 1300..........Introduction to Business................................ 3
- COMM 1000..........Effective Public Speaking ................................ 3
- ENGL 1110*..........English Composition I .................................. 3
  OR
- ENGL 1111..........English Composition I (B) ................................. 3
- ITIS 1000..........Basic Computer and Microsoft Office Skills ............. 1
  OR
- ITIS 1005..........Computers and Information Processing ..................... 3
- MATH 1040..........Applied Business Mathematics ............................. 3
- **12-14**

**Second Semester:**
- BUSM 1330..........Business Ethics ........................................... 3
- BUSM 2000..........Principles of Management ................................ 3
- BUSM 2300..........Human Resource Management .............................. 3
- BUSM 2400..........Business Communication................................. 3
- **12**
- **Certificate Total: 24-26**

*English course selection is based on placement test results (ENGL 1111 is 4 credits, only 3 credits apply to the certificate).

For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit lkn.lakelandcc.edu/go/ge/?g=2262.

**Marketing Certificate (2271)**

This certificate is designed to prepare students to manage or work within organizational units related to the field of marketing. Students will study a wide range of subjects including those within the growing fields of direct and Internet marketing, marketing of services, advertising, and others.

**Required:**
- BUSM 1300..........Introduction to Business................................ 3
- BUSM 1330..........Business Ethics ........................................... 3
- BUSM 1400..........Professional Personal Selling.............................. 3
- BUSM 1700..........Principles of E-Business................................ 3
- BUSM 2500..........Principles of Marketing ................................... 3
- BUSM 2520..........Marketing of Services ..................................... 3
- OR
- BUSM 2550..........Direct and Internet Marketing............................ 3
- OR
- BUSM 2560..........International Marketing .................................... 3
- BUSM 2530..........Advertising .................................................. 3
- ECON 2600..........Principles of Microeconomics ............................. 3
- Choose course(s) from the Electives list ..................................... 3-4
- **Certificate Total: 27-28**

**Electives: minimum 3 credits**
- ACCT 1100..........Introduction to Financial Accounting ...................... 4
- BUSM 2000..........Principles of Management ................................ 3
- **For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit lkn.lakelandcc.edu/go/ge/?g=2271.**

**Ohio Real Estate Broker Certificate (2280)**

This certificate is designed for students who already have the equivalent of two years of post-secondary education or the equivalent of 60 semester hours, who meet the experience requirements of the Ohio Division of Real Estate, but lack course work in financial management, human resources, applied business economics, and business law.

**Required:**
- BUSM 1300..........Introduction to Business................................ 3
- BUSM 2100..........Business Law I............................................. 3
- BUSM 2300..........Human Resource Management .............................. 3
- ECON 1150..........Basic Economics.......................................... 3
  OR
- ECON 2500..........Principles of Macroeconomics ............................ 3
  OR
- ECON 2600..........Principles of Microeconomics ............................. 3
- REST 1100..........Real Estate Principles and Practices ......................... 3
- REST 1200..........Real Estate Finance........................................ 2
- REST 1300..........Real Estate Law............................................. 3
- REST 1400..........Real Estate Appraisal ..................................... 2
- FINN 1300..........Financial Management for the Small Business .......... 3
  OR
- FINN 1500..........Applied Finance ............................................ 3
- **Certificate Total: 25**
Ohio Real Estate Salesperson Certificate (2072)

Real estate salespersons help clients buy, sell, and rent properties. According to the Bureau of Labor Statistics Occupational Outlook Handbook, (www.bls.gov), employment of real estate sales agents is expected to grow by 11 percent from 2012 to 2022. Courses within the certificate are required by the Ohio Department of Commerce - Division of Real Estate and Professional Licensing to be taken before sitting for the real estate salespersons examination. Students earning this certificate will have completed the education requirements necessary to sit for the Ohio Real Estate Salesperson Exam.

Required:
REST 1100 .......... Real Estate Principles and Practices ......................... 3
REST 1200 .......... Real Estate Finance ............................................. 2
REST 1300 .......... Real Estate Law ................................................ 3
REST 1400 .......... Real Estate Appraisal ........................................ 2

Certificate Total: 10

Lakeland Community College Admission Requirements

For admission into Lakeland, students must be a high school graduate or have obtained a high school diploma equivalency. Please consult Lakeland Community College's Enrollment Guide (available on Lakeland’s website at lakelandcc.edu/enrollment) for specific admissions requirements and procedures.

For more information
1.800.589.8520 • lakelandcc.edu/busmgmt
Business Management Department Chair
Connie Golden, Professor
440.525.7340 • cgolden@lakelandcc.edu

Quality Education
Lakeland prepares you for a high-demand career or for transfer to a four-year college or university. Professors at Lakeland are experts in their fields with real-world experience. Small class sizes allow for personalized attention.

Affordable Tuition
Save thousands on your college education. Lakeland’s tuition is about one-third the cost of most four-year schools. Financial assistance is available, including federal and state grants, scholarships, loans, and work study employment.

Convenience
Lakeland offers convenient day, evening and weekend class times, and a growing number of online courses. The main campus in Kirtland is only 20 miles northeast of Cleveland. Classes are also offered in Madison.

Focus on Students
Lakeland offers a variety of student services to help you succeed, such as counseling, tutoring, wireless computer labs, career services, free parking, and affordable child care.

Accreditation
Lakeland Community College is accredited through the Higher Learning Commission (HLC) and participates in the Academic Quality Improvement Program (AQIP). The Higher Learning Commission, 230 South LaSalle Street, Suite 7-500, Chicago, IL 60604-1413, phone: 800.621.7440, hlcommission.org.

8/2017