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| **Student Name (First Last):**       **Staff Initials:**       **Date:**       |
| Retail Business Management  |
| Certificate |
| **Admissions Date:** Fall, Winter, Spring, and Summer quarters. \*This  |
| **Contact email: Program Contact:** Ryan Reygers 253-230-8091 **or** Ryan.Reygers@cptc.edu (pre- registration Instructor guidance required)**Program Counselor:** carolyn.vanbeek@cptc.edu |
| **Prerequisites:** None.  |
| **Note:** This program is 100% web-based instruction with face-to-face interaction when requested by students.  |
| ***\*Indicates a course appropriate for a first-quarter student*** |
| Technical Program Courses | **Credits** | **Quarter Taken** |
|  |  RBM 105 Organizational Behavior | 3 |       |
|  RBM 107 Principles of Marketing | 3 |       |
|  RBM 109 Principles of Retailing | 3 |       |
|  RBM 111 Business Communications | 3 |       |
|  RBM 113 Business Technology | 3 |       |
|  RBM 115 Human Resource Management | 3 |       |
|  RBM 117 Principles of Management4 | 3 |       |
|  RBM 119 Financial Management  | 3 |       |

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| ***Total Credits for Completion*** | ***24*** |  |
| **Quarterly Self Planning Grid** |
| **Quarter 1** | **Quarter 2** | **Quarter 3** | **Quarter 4** |
| Class:       | Class:       | Class:       | Class:       |
| Class:       | Class:       | Class:       | Class:       |
| Class:       | Class:       | Class:       | Class:       |
| Class:       | Class:       | Class:       | Class:       |
| **Notes:**       |

***\*Please check in periodically with Advising and Counseling regarding any potential changes to program course requirements.***

**Advisor Comments:**

The classes described herein are implemented at the sole discretion of the college and are subject to change at any time without notice.