|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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](mailto: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 Management  4 | 3 |  |
| RBM 119 Financial Management | 3 |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***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.