

**Business Administration Program
Maysville Community & Technical College
Certificate**

Program and Management Option Coordinator:
Wendy Noble

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Open Admissions

Accounting Option Advisor:
Natasha Maddox

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Office Administration Bldg. A-308D

Ext. 66162

Sales Certificate [Certificate Code –5202013259]

_____BAS 155 Personal Selling (3)

_____COM 181 Basic Public Speaking (3) **OR**

_____COM 252 Introduction to Interpersonal Skills (3)

Choose 6 credit hours from the following approved Technical Courses:

_____BAS 291 Retail Management (3)

_____CIT 155 Web Page Development (3)

_____QMS 201 Customer Service Improvement Skills (3)

Maysville Community & Technical College

More detailed and updated information may be available www.maysville.kctcs.edu
KCTCS is an equal opportunity employer and education institution.

Note:

	Math	Reading	Writing
ACT	18	18	18
COMPASS	30 (Algebra)	81	70