



2014-2015 PETITION/PROGRAM SHEET
Award: Professional Certificate
Program of Study: Entrepreneurship
Specialization: None

About This Certificate . . .

The Certificate in Entrepreneurship is designed to expose students and prospective entrepreneurs to the beginning knowledge and skills needed to examine and evaluate entrepreneurship opportunities. The certificate will provide students with an overview of information they would encounter if they went on to earn the minor or BBA concentration in Entrepreneurship, each of which more fully prepares people to operate their own small business.

NAME: _____ **STUDENT ID #** _____

LOCAL ADDRESS AND PHONE NUMBER: _____

_____ () _____

I, (Signature) _____, hereby certify that I have completed (or will complete) all the courses listed on the Program Sheet. I have read and understand the policies listed on the last page of this program sheet. I further certify that the grade listed for those courses is the final course grade received except for the courses in which I am currently enrolled and the courses which I complete next semester. I have indicated the semester in which I will complete these courses.

Signature of Advisor Date _____ 20____

Signature of the Department Head Date _____ 20____

Signature of Registrar Date _____ 20____

Students should work closely with a faculty advisor when selecting and scheduling courses prior to registration.

Degree Requirements:

- 2.00 cumulative GPA or higher in all CMU coursework.
- Pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- A student must follow the CMU graduation requirements either from 1) the program sheet for the major in effect at the time the student officially declares a major; or 2) a program sheet for the major approved for a year subsequent to the year during which the student officially declares the major and is approved for the student by the department head. Because a program may have requirements specific to the degree, the student should check with the faculty advisor for additional criteria. It is the student's responsibility to be aware of, and follow, all requirements for the degree being pursued. Any exceptions or substitutions must be approved by the student's faculty advisor and Department Head.
- When filling out the program sheet a course can be used only once.
- See the "Undergraduate Graduation Requirements" in the catalog for additional graduation information.

CERTIFICATE: ENTREPRENEURSHIP

(9 semester hours)

Course No	Title	Sem.hrs	Grade	Term
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Core Classes

BUGB 340	Applied Financial Management for Emerging Firms	3	_____	_____
MANG 300	Small Business Management	3	_____	_____
MANG 343	Evaluating Entrepreneurship Opportunities	3	_____	_____

SUGGESTED COURSE SEQUENCING FOR A CERTIFICATE IN ENTREPRENEURSHIP

This is a recommended sequence of course work. Certain courses may have prerequisites or are only offered during the Fall or Spring semesters. It is the student's responsibility to meet with the assigned advisor and check the 2 year course matrix on the Colorado Mesa website for course availability.

FIRST YEAR

<u>Fall Semester</u>	<u>Hours</u>	<u>Spring Semester</u>	<u>Hours</u>
MANG 300 Small Business Management	3	MANG 343 Evaluating Entrepreneurship Opportunities	3
BUGB 340 Applied Financial Management for Emerging Firms	3		

The above is one possible course sequence. Contact an advisor or the Department of Business for other possibilities.

POLICIES:

1. It is your responsibility to determine whether you have met the requirements for your degree. Please see the Catalog for a complete list of graduation requirements.
2. You must turn in your "Intent to Graduate" form to the Registrar's Office **by September 15 if you plan to graduate the following May, and by February 15 if you plan to graduate the following December.**
3. This program sheet must be submitted with your graduation planning sheet to your advisor during the **semester prior to the semester of graduation, no later than October 1 for spring graduates, no later than March 1 for fall graduates.**
4. Your advisor will sign and forward the Program Sheet and Graduation Planning Sheet to the Department Head for signature.
5. Finally, the Department Head or the department administrative assistant will take the signed forms to the Registrar's Office. (Students cannot handle the forms once the advisor signs.)
6. If your petition for graduation is denied, it will be your responsibility to reapply for graduation in a subsequent semester. Your "Intent to Graduate" does not automatically move to a later graduation date.
7. NOTE: The semester before graduation, you may be required to take a Major Field Achievement Test (exit exam).