



Utah System of Higher Education

The Gateway, Salt Lake City, UT 84101

801-646-4784

Curriculum Evaluation

Business

Certificate of Completion (Catalog Year: 2025, Required Hours: 630, Credits: 21)

Foundational Courses (Required Hours: 630, Credits: 21)

<i>Foundational Courses (Required Hours: 630, Credits: 21)</i>		Credits	Hours	Modules	Prerequisite Course Number(s)
TEBP 1000	Financial Principles	3.00	90.00	0	
TEBP 1100	Digital Literacy	2.00	60.00	0	
TEBP 1130	Word Processing	2.00	60.00	0	
TEBP 1140	Spreadsheets	2.00	60.00	0	
TEBP 1150	Presentations	2.00	60.00	0	
TEBP 1200	Professionalism	3.00	90.00	0	
TEBP 1500	Business English	1.00	30.00	0	
TEBP 1550	Business Communication	3.00	90.00	0	
TEBP 1840	Business Productivity	3.00	90.00	0	

Supplemental Courses Varies by Institution (Required Hours: 0, Credits: 0)

<i>Bridgerland (Required Hours: 270, Credits: 9)</i>		Credits	Hours	Modules	Prerequisite Course Number(s)
TEBP 1300	Accounting I	2.00	60.00	0	
TEBP 1350	Computerized Accounting	3.00	90.00	0	
TEBP 1650	Management Principles	2.00	60.00	0	
TEBP 2000	Introduction to Entrepreneurship	3.00	90.00	0	
TEBP 2130	Advanced Word Processing	2.00	60.00	0	
TEBP 2140	Advanced Spreadsheets	2.00	60.00	0	
TEBP 2160	Database	2.00	60.00	0	
TEBP 2180	Intro to Adobe Suite	2.00	60.00	0	
TEBP 2300	Accounting II	2.00	60.00	0	
TEBP 2320	Accounting III	2.00	60.00	0	
TEBP 2350	Payroll Accounting	2.00	60.00	0	
TEBP 2390	Accounting Capstone	1.00	30.00	0	
TEBP 2410	Financial Planning	2.00	60.00	0	
TEBP 2610	Social Media Marketing	2.00	60.00	0	
TEBP 2640	Public Relations	2.00	60.00	0	
TEBP 2700	Marketing in Business	2.00	60.00	0	
TEBP 2890	Administrative Capstone	1.00	30.00	0	
TEBP 2901	Special Applications	1.00	30.00	0	
TEBP 2999	Business Externship	3.00	135.00	0	

<i>Davis (Required Hours: 270, Credits: 9)</i>		Credits	Hours	Modules	Prerequisite Course Number(s)
TEBP 1300	Accounting I	2.00	60.00	0	
TEBP 1350	Computerized Accounting	3.00	90.00	0	
TEBP 2110	Google Drive	1.00	30.00	0	
TEBP 2130	Advanced Word Processing	2.00	60.00	0	

TEBP 2140	Advanced Spreadsheets	2.00	60.00	0	
TEBP 2160	Database	2.00	60.00	0	
TEBP 2190	Email Applications	2.00	60.00	0	
TEBP 2300	Accounting II	2.00	60.00	0	
TEBP 2320	Accounting III	2.00	60.00	0	
TEBP 2390	Accounting Capstone	1.00	30.00	0	
TEBP 2410	Financial Planning	2.00	60.00	0	
TEBP 2610	Social Media Marketing	2.00	60.00	0	
TEBP 2760	Introduction to Sales	1.00	30.00	0	
TEBP 2770	Sales Techniques and Presentations	2.00	60.00	0	
TEBP 2810	Advanced Keyboarding	1.00	30.00	0	
TEBP 2820	Records Management	3.00	90.00	0	
TEBP 2890	Administrative Capstone	1.00	30.00	0	
TEBP 2900	Business Externship	2.00	90.00	0	
Ogden-Weber (Required Hours: 270, Credits: 9)		Credits	Hours	Modules	Prerequisite Course Number(s)
TEBP 1300	Accounting I	2.00	60.00	0	
TEBP 1350	Computerized Accounting	3.00	90.00	0	
TEBP 1700	Marketing I	3.00	90.00	0	
TEBP 1750	Sales Fundamentals	2.00	60.00	0	
TEBP 2000	Introduction to Entrepreneurship	3.00	90.00	0	
TEBP 2300	Accounting II	2.00	60.00	0	
TEBP 2610	Social Media Marketing	2.00	60.00	0	
TEBP 2620	Fundamentals of Human Resources	2.00	60.00	0	
TEBP 2630	Principles of Leadership	2.00	60.00	0	
TEBP 2650	Project Management Essentials	2.00	60.00	0	
TEBP 2750	Customer Relationship Management	2.00	60.00	0	
TEBP 2821	Records Management	2.00	60.00	0	
Tooele (Required Hours: 270, Credits: 9)		Credits	Hours	Modules	Prerequisite Course Number(s)
TEBP 1300	Accounting I	2.00	60.00	0	
TEBP 1350	Computerized Accounting	3.00	90.00	0	
TEBP 2130	Advanced Word Processing	2.00	60.00	0	
TEBP 2145	Advanced Spreadsheets Applications	3.00	90.00	0	
TEBP 2165	Database Applications	2.00	60.00	0	
TEBP 2190	Email Applications	2.00	60.00	0	
TEBP 2300	Accounting II	2.00	60.00	0	
TEBP 2400	Personal Information Management	1.00	30.00	0	
TEBP 2810	Advanced Keyboarding	1.00	30.00	0	
TEBP 2910	Management Externship	1.00	45.00	0	
Uintah Basin (Required Hours: 270, Credits: 9)		Credits	Hours	Modules	Prerequisite Course Number(s)
TEBP 1300	Accounting I	2.00	60.00	0	
TEBP 1650	Management Principles	2.00	60.00	0	
TEBP 1700	Marketing I	3.00	90.00	0	
TEBP 1750	Sales Fundamentals	2.00	60.00	0	
TEBP 2950	Special Applications	2.00	60.00	0	
USU-Eastern (Required Hours: 270, Credits: 9)		Credits	Hours	Modules	Prerequisite Course Number(s)
TEBP 1300	Accounting I	2.00	60.00	0	
TEBP 1350	Computerized Accounting	3.00	90.00	0	
TEBP 1650	Management Principles	2.00	60.00	0	

TEBP 1700	Marketing I	3.00	90.00	0	
TEBP 2000	Introduction to Entrepreneurship	3.00	90.00	0	
TEBP 2300	Accounting II	2.00	60.00	0	
TEBP 2320	Accounting III	2.00	60.00	0	
TEBP 2999	Business Externship	3.00	135.00	0	
TEIT 2500	Web Business	3.00	90.00	0	