

— UNDERGRADUATE CERTIFICATE IN —
**BUSINESS
ADMINISTRATION**



Are you ready to make an impact in the business world? Do you want to start your own business one day or move up in your current organization? If so, CSU-Global's Undergraduate Certificate in Business Administration can give you the tools you need to excel as a leader, decision-maker, and problem solver.

Learn best practices in the many sides of business administration, including finance, marketing, managing people and teams, and creating effective business policies. Develop critical thinking skills for strategic planning, apply varied leadership styles and techniques, and examine ethical behaviors in a range of environments. Whether you're a professional looking to take on more responsibility in higher-level positions, or a student new to the business world, but eager to move up quickly, this certificate can provide the credentials you need to get noticed.

Increase your business administration skills, and showcase your knowledge and experience to become invaluable in your organization (or another organization), today.

Traits That Help You Succeed in the Field¹



ACTIVE LISTENING



CRITICAL THINKING



SOCIAL PERCEPTIVENESS



COORDINATION



TIME MANAGEMENT



SYSTEMS ANALYSIS



SERVICE ORIENTATION



NEGOTIATION

UNDERGRADUATE CERTIFICATE IN BUSINESS ADMINISTRATION

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The Undergraduate Certificate in Business Administration is an 18 credit hour program designed for students from a wide variety of disciplines. These six courses provide the knowledge necessary to gain a foundation in business administration across key business administration domains including:

- Leadership.
- Management.
- Legal and ethical environment of business.
- Organizational innovation and change.
- Human resources development.

By obtaining this nationally and professionally recognized certificate, you're demonstrating to current or future employers that you know the foundational principles of business administration.

Careers¹



Business
Manager

Operations
Director

Plant
Superintendent

General
Manager

Facilities
Manager

Production
Manager

\$97,730

Average annual wage, or \$46.99/hour²

Why CSU-Global?

FLEXIBILITY



Earn your degree when it's convenient for you with 100% online coursework. No set class times or locations so that anywhere you have a connection to the internet, you're already on campus. Continue working full-time, taking care of your family, traveling, or anything else you want to do while you advance your career.

AFFORDABILITY



Get the respect and recognition of a state university degree without the outrageous price tag. No hidden student fees, out-of-state premiums, or year-over-year tuition hikes. Your low, affordable tuition rate is locked in from enrollment thru graduation. With our Tuition Guarantee your rates will never rise.

QUALITY



With regional accreditation reaffirmed through 2025-2026, annual programmatic appraisals by professionals currently working in their respective fields, and industry leading faculty members with advanced degrees and first-hand industry experience, you can be sure you're getting a rigorous and relevant education.

¹ <http://www.onetonline.org>

² <http://www.bls.org>