

Business, IT and Project Management Career Programs with Externship Placement

As the U.S. economy begins to rebound, the overall job market is steadily improving and **the demand for trained business, information technology (IT) and project management professionals is growing** at a staggering rate. These factors have created enormous job opportunities for individuals trained in leading health care professions. We offer innovative online courses that lead to national certification and an opportunity to pursue an exciting new career.

Program features include:

- **Programs are 100% online** available anytime, anywhere
- **Instructor and mentor support** – ongoing discussion threads and live access to professionals
- **Interactive content** – engaging labs, student exercises and course videos
- **Career services** – career mentors, resume writing, interview techniques, job search engine & related career guidance.
- **Student Portal** – career services, lifelong learning skills, and healthcare career and industry information
- **Externships and national certification** – available for most programs
- **Programs include access to Microsoft training**

Career Track	Certification
Accounting Professional	MOS
Business Communication Professional	MOS
Business Management Professional	MOS
Organizational Behavior Professional	MOS
Entrepreneur Specialist	MOS
Business Math Specialist	MOS
Business Law Specialist	MOS
Marketing Professional	MOS
Business Information Systems Professional	MOS
Project Management Associate	MOS
Project Management Professional	PMI PMP
Project Management Specialist	PMI CAPM
Lean Enterprise Professional	ASQ/SME
Six Sigma Expert	Six Sigma Black Belt
Six Sigma Specialist	Six Sigma Green Belt
HR Professional	MOS
Economics Professional	MOS
Finance Professional	MOS
Accounting Math Professional	NA
CompTIA A+ Specialist	CompTIA A+
CompTIA Network Specialist	CompTIA N+
CompTIA Security Specialist	CompTIA S+
Java Specialist	Oracle Java Associate Certification
Environmental Specialist	MOS



Career Programs

Business, IT & Project Management

Accounting Professional: This program will ensure you're prepared for entry-level accounting position with any small business or effectively assist on a sophisticated accounting team. The program combines the essentials of accounting with a fundamental understanding of tax strategy and law.

Business Communication Professional: Clear and concise communication is a must for today's fast-paced business world. This program will offer students and business professionals a variety of skills involved in communicating efficiently and effectively on a range of complex subjects that will help to accelerate and effectuate various business processes.

Business Management Professional: Being an effective manager requires a fundamental understanding of leadership, organization and communication skills that will always be in demand by employers. This program provides students the basic competencies involved in a leading a team whether from the very top of a company, middle management or first-line supervision.

Organizational Behavior Professional: Organizational Behavior Specialists are fast-becoming a significant player in organizations across the country. Today's Organizational Professionals are increasingly involved in company initiatives and strategic planning. With this evolving role, companies are now able to offer unprecedented opportunities for those entering the field.

Entrepreneur Specialist: This program pulls together all of the education and skills necessary for a successful start-up venture, from drafting the initial business plan to filing the corporate documents, financing the vision and managing staff.

Business Math Professional: This program applies math fundamentals to business applications providing students with the ability to analyze and interpret data is more and more valued in this data- and information-driven world. Interpreting data for business – no matter what sector it is – is imperative to making informed decisions.

Business Law Specialist: This Business Law Specialist Program is designed to introduce students to all business law concepts from their roots in common law through to elements of American and international law that make up this area of robust jurisprudence.

Marketing Professional: This program outlines for students current theories of marketing, their effective application and concepts important to marketing goods and services, identifying and further defining target customers, targeting those customers and really reaching them through your messaging from both a domestic and global perspective.

Business Information Systems Professional: This program examines the intricacies and uses of information technology from a business enterprise perspective where Business Information Systems Professionals are experts in the various technology and programs used by businesses all of over the globe.

Project Management Associate: Effective project management skills are important to working professionals in any industry. This program offers participants the opportunity to define, plan and execute a project no matter how simple or complex the end goal.

Project Management Professional: The program includes training and exam preparation for students to become a Project Management Professional (PMP®) as designated by the Project Management Institute.

Project Management Specialist: The program includes training and exam preparation for students to become a Certified Project Management Associate (CAPM®) as designated by the Project Management Institute.

Lean Enterprise Professional: This program combines essential training in project management fundamentals, time management skills and fundamental business into an overall context for Lean Enterprise principles and purpose.

Six Sigma Expert: This program combines essential training in project management fundamentals, time management skills and fundamental business into an overall context for Six Sigma principles and purpose.

Six Sigma Specialist: Taking on a reorganization or optimization project for any size organization is a significant undertaking. This collection offers an understanding of the ins and outs of taking on Six Sigma projects.

Human Resources Professional: Today's HR professionals are increasingly involved in company initiatives and strategic planning. This program will outline for students the roles and responsibilities of members of a typical HR department, educating the staff that make up a particular firm in various corporate policies, rules and/or procedures as well as how their individual role will include HR-related activities, whether officially part of an HR department or not.

Economics Professional: This program offers a fundamental understanding of economics provides an imperative foundation from which business professionals, government officials and countless others make important decisions every day.

Finance Professional: Taking students through both theoretical and real-world examples to demonstrate the valuation of assets, this program will help students in various decision-making processes not only in business, but in personal finance as well.

Accounting Math Professional: This program offers students the skills necessary to interpret and critically evaluate statistics commonly used to describe, predict, and evaluate data in an accounting support role.

CompTIA Specialist: Earning CompTIA A+ Certification means that an individual possesses the knowledge, skills and customer service skills necessary to be a successful computer service technician offering a nationally-recognized and industry-recognized credential for new entrants into the field. Indeed, CompTIA A+ certification is the most widely-recognized and credible certifications available across the IT industry.

CompTIA Network Professional: Earning CompTIA N+ Certification means that the individual possess the knowledge and skills necessary to be a successful network professional offering a nationally-recognized and industry-recognized credential for experienced network technicians. Indeed, the most widely known technology companies recommend or require CompTIA N+ Certification for their networking technicians.

CompTIA Security Professional: Earning CompTIA S+ Certification signifies to employers that candidates will apply their knowledge of security concepts, tools and procedures to prevent security breaches, react accordingly to any security incidents and anticipate further security risks in order to effectively guard against them.

Java Specialist: Students who complete this program will also be prepared to sit for the Oracle Java Associate Certification exam which broadens individual knowledge and deepens skills through exposure to a wide array of important features, functions and tasks in the area of Java Programming.