

BANKING SERVICES, CERTIFICATE OF PROFICIENCY

Curriculum

The matrix below is a sample plan for all coursework required for this program.

Code	Title	Hours
BNK 2313	Principles of Banking	3
BNK 2323	Branch Operations	3
Select one of the following:		
BNK 2916	Banking Work-Based Learning (high school students only)	6
Any Approved Electives		
Total Hours		12

To receive a Certificate of Proficiency, application must be made to the Office of Student Services. Students must be currently enrolled to request a Certificate of Proficiency be awarded. Approved Electives may include BNK 2993 SPECIAL TOPICS IN BANKING , BST 1043 Professional Communication, BST 2023 Organizational Leadership, BST 2533 Employee Recruiting, Training, and Compensation, BNK 2593 BANKING WORKBASED LEARNING I, BNK 2693 BANKING WORKBASED LEARNING II, BNK 2793 BANKING WORKBASED LEARNING III, BNK 2893 BANKING WORKBASED LEARNING IV, CIS 2143 Help Desk Support, HS 2113 Cultural Diversity. Any other elective must be approved by the program chair.