CERTIFICATE IN BUSINESS

Certificate in Business

The Certificate in Business program provides professional and graduate students an opportunity to obtain valuable, fundamental business education and enhance their analytical skills, as well as soft skills. The program consists of seven courses in business covering all fundamental functions central to any business operation. Students can take one or more courses for credit, but must satisfactorily complete all seven courses to be awarded the certificate. One or more of these courses may also serve as part of the specialized master's degrees. The Graduate Admissions Committee welcomes applications from individuals whose undergraduate degrees are from accredited colleges or universities. The GMAT and GRE are not required except from students seeking admission to the specialized master's programs.

To obtain detailed program admission information, please reference the program brochure which can be requested by contacting Graduate Business Admissions at 305-284-2510, by email at mba@miami.edu, or by visiting the Miami Herbert Business School website. (https://herbert.miami.edu/graduate/certificates-and-bootcamps/certificates.html)

Admission Requirements

- Completed application for admission submitted through BusinessCAS
- A baccalaureate degree from an accredited institution
  - Official academic transcripts from all previously attended post-secondary institutions must be submitted directly to BusinessCAS.
  - International applicants must have their educational credentials from institutions outside of the United States verified by an approved international credentialing evaluation service such as World Education Services to confirm degree equivalency and GPA calculation.
- Personal statement (up to 600 words) and a short-essay response to the program-related question in BusinessCAS
- A current resume outlining your professional and academic achievements
- At least one letter of recommendation is required. Up to three may be submitted. .
- An official TOEFL or IELTS score report. A valid score (less than 2 years old) s required as proof of English proficiency for international applicants who did not receive a degree in the United States or a foreign country where English is the primary language. The following minimum score is required for admission to a graduate business degree program.
  - TOEFL - 94 or above Institution code: 5815
  - IELTS - 7.0 or above Institution code: 4861

If you do not yet have a TOEFL or IELTS score (international candidates only), you may complete and submit your application prior to taking the exam by indicating your approximate date within the Standardized Tests tab in the Academic History section. Select "Add Test Score" by the relevant test, then indicate that you have not yet taken the exam and add your estimated test date in the section provided.

We encourage candidates to upload unofficial transcripts and test scores (if required) with their BusinessCAS application in order to expedite the review of their file while official documents are processed.

QUESTIONS?

Connect with Miami Herbert Business School's graduate enrollment advisors at (305) 284-2510, by email at mba@miami.edu, or visit the Miami Herbert Business School website (https://herbert.miami.edu/graduate/certificates-and-bootcamps/certificates.html).

Curriculum Requirements

Code	Title	Credit Hours
ACC 600	Accounting for Decision-Making and Control	2
BUS 610	Communicating for Career Success	2
FIN 641	Valuation and Financial Decision Making	2
MAS 631	Statistics for Managerial Decision Making	2
MGT 620	Managing Through People	2
MGT 677	Corporate Strategy and Organization	2
MKT 640	Foundations of Marketing Management	2
Total Credit Hours		**14**

Student Learning Outcomes

- The CBA students will demonstrate the ability to integrate and communicate business information.
- The CBA students will demonstrate the ability to understand and utilize the process of critical and analytical thinking in diverse business settings to solve problems and make decisions.