



Program Map 2018-2019 College Credit Catalog
Management: Retail Management



Certificate: Retail Management Level 1 (C1)
 Award: Retail Management Occupational Skills (OSA)

BUSINESS

Program Description: The Level 1 Certificate in Retail Management is an accredited business program and has been recognized as a part of the White House’s Upskill Initiative, and leading organizations and foundations including the Clinton Global Initiative, ACT Foundation, and the U.S. Department of Labor.

By offering the Retail Management Certificate, which is endorsed by the Western Association of Food Chains (W AFC), ACC provides students with the core competencies defined by industry as the most relevant and focused for success in retail.

The Occupational Skills Award in Retail Management is designed to give students short-term workforce training in retail management. This award will provide the minimum training to obtain work as an entry level retail management position.

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 sites.austincc.edu/management

*Use this **Program Map** to choose courses with your college advisor and track your progress towards milestones and completion of program.*

Pre-Degree Requirements		
Program Specific	Reading and Writing Placement <i>Placements based on TSI</i>	Mathematics Placement <i>Placements based on TSI</i>
Level one certificate awards do not require TSI testing or placement.	<input type="checkbox"/> Basic Developmental Courses <input type="checkbox"/> ESOL Courses <input type="checkbox"/> INRW Courses	<input type="checkbox"/> NCBM and MATD courses paired with MATH courses <input type="checkbox"/> NCBM and MATD courses
SEMESTER-BY-SEMESTER PROGRAM PLAN FOR FULL-TIME STUDENTS <i>C1=Level 1 Certificate</i> <i>OSA=Occupational Skills Award</i> <i>Plans can be modified to fit the needs of part-time students by adding more semesters</i>		

OSA	C1	Semester 1	CR	Advising Notes
•	•	BMGT 1327 - Principles of Management	3	
•	•	HRPO 2307 - Organizational Behavior	3	
	•	MRKG 1311 - Principles of Marketing	3	
	•	MRKG 1302 - Principles of Retailing	3	
	•	ACNT 1303 - Introduction to Accounting I - Non-Business Major OR ACCT 2301 - Principles of Accounting I - Financial	3	
•	•	HRPO 2301 - Human Resource Management	3	ACHIEVEMENT: Occupational Skills Award in Retail Management
	•	BCIS 1305 - Business Computer Applications	3	
	•	SPCH 1321 - Business and Professional Communication	3	ACHIEVEMENT: Level 1 Certificate in Retail Management
			24	Program Semester Hours
Total Program Hours			24	

Please always check online at catalog.austincc.edu or meet with your academic or program advisor to ensure that you are viewing the latest and most accurate information.

Career & Transfer Resources

ACC’s Career & Transfer websites provide detailed, guided information on career exploration and transfer.
www.austincc.edu/career
www.austincc.edu/transfer

For further information regarding this specific program, please see the Career & Transfer Resources supplement provided in the next section of this Program Map.

Program Map

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Certificate: Retail Management Level 1 (C1)

Award: Retail Management Occupational Skills (OSA)

Career & Transfer Resources Updated 11/16/18

Career Information

The data below are intended to be a guide and reference tool and represent local and regional employment information for occupations related to this program. This is not a guarantee of job placement in any of these occupations after successful completion of an ACC program.

Example positions available in Retail Management include Sales Manager, First-Line Supervisors of Retail Sales Workers, Food Service Managers.

Regional Labor Market Information:

First-Line Supervisors of Retail Sales Workers: New workers generally start around \$26,987. Normal pay for First-Line Supervisors of Retail Sales Workers is \$38,655 per year, while highly experienced workers can earn as much as \$66,484. Over the last year, 540 companies have posted 20,164 jobs for First-Line Supervisors of Retail Sales Workers. There are currently 8,809 First-Line Supervisors of Retail Sales Workers that are employed in Austin-Round Rock, TX

Source: <https://austincc.emsicc.com/careers/first-line-supervisor-of-retail-sales-workers>

<http://www.bls.gov/oes/current/oes411011.htm>

Food Service Managers: New workers generally start around \$30,894. Normal pay for Food Service Managers is \$43,288 per year, while highly experienced workers can earn as much as \$64,432. Over the last year, 252 companies have posted 4,119 jobs for Food Service Managers. There are currently 1,664 Food Service Managers that are employed in Austin-Round Rock, TX

Source: <https://austincc.emsicc.com/careers/food-service-manager>

<http://www.bls.gov/ooh/management/food-service-managers.htm>

Career and labor market research tools (see Quick Reference Guide at <http://www.austincc.edu/career/>):

EMSI: <https://austincc.emsicc.com/>, Bureau of Labor Statistics: <http://www.bls.gov/ooh/>, O*NET: <https://www.onetonline.org/>

Career Resources: ACC's career services website provides information on career exploration and employment at <http://www.austincc.edu/career>. Students are encouraged to consult with their [area of study advisor](#) for additional career assistance. The above information is provided as a guide and reference tool for occupations related to this program. This is not a guarantee of job placement in any of these occupations after successful completion of an ACC program. The common job titles listed are representative titles and are provided for career research. These are not the only occupations possible in this area of study.

Transfer Information

The Level 1 Certificate in Retail Management ACC provides students with the core competencies defined by industry as the most relevant and focused for success in retail. The Occupational Skills Award in Retail Management is designed to give students short-term workforce training in retail management. This award will provide the minimum training to obtain work as an entry level retail management position. Some courses in this degree plan can apply toward the AAS in Retail Management at ACC. A Bachelor of Applied Arts and Sciences (BAAS) is an excellent alternative to the BBA degree. These degrees apply non-transferable courses and work experience towards the degree. You still must meet general education requirements and take upper level courses.

Transfer Guides: The universities listed here do not constitute an ACC endorsement. Transfer course evaluations and determination of which courses will count toward a bachelor's degree are made by the receiving transfer institution.

Texas State University: <http://www.owls.txstate.edu/undergraduate-degrees/applied-arts-sciences.html>

Concordia University Texas: <http://www.concordia.edu/academics/college-of-business-and-communication/baas-in-business.html>

Tarleton State University: <http://www.tarleton.edu/degrees/bachelors/baas-business/>

Texas A&M University - Central Texas: <https://www.tamuct.edu/degrees/undergraduate/business-management.html>

Texas State University- Round Rock: <http://www.rrc.txstate.edu/prospective/starting/ug/checksheets.html>

Texas Tech University: https://www.depts.ttu.edu/universitystudies/prospective_students/baas.php

Additional Transfer Resources: ACC's transfer website provides information on additional colleges & universities:

<http://www.austincc.edu/transferguides>. Students are encouraged to consult with a faculty advisor, [area of study advisor](#), and/or their chosen transfer institution to ensure courses taken at ACC will apply toward their bachelor's degree program.