



GENERAL INFORMATION

Everett Community College offers several options for those interested in Entrepreneurship:

- **Entrepreneurship Certificate** – 15 credits. This certificate is designed to provide general skills pursuing self-employment. Typically, this program spans three quarters. Students may earn this certificate in preparation for self-employment, general employment and/or continue to complete more courses required for the Associate in Technical Arts degree, below.
- **Associate in Technical Arts in Entrepreneurship** – 90 credits. This degree provides coursework needed to pursue self-employment, enhance existing business skills, or to further prepare for entry or advancement in the workforce. Please note that generally this program is not designed for university transfer, though some of the courses may be transferable on a course-by-course basis. The Evergreen State College, however, does accept this degree and provides junior standing to admitted students who wish to pursue a Bachelor's degree. To find out more about this program, visit: www.evergreen.edu.
- EvCC also offers the **Associate in Business (DTA - university transfer) degree** for those interested in a general business, economics, accounting, management or marketing major at a university. This pathway is appropriate for persons seeking a professional position in business, industry, education, social services agencies, public organizations, etc. The Associate in Business program is described in a separate guide for General Business - Transfer.

SUGGESTED PREPARATION

Strong skills in writing and communication are helpful. In addition, students should have computer literacy skills and library research skills. The ability to “think outside the box,” filter and organize information, and work in teams are helpful characteristics. **Specifically, CMST& 230, Small Group Communication, will benefit your skill set for overall success in completing the team-centered business course projects.**

PROGRAM ADVISORS

We strongly urge you to meet with an advisor to discuss your options, career ideas, and course selection.

- Lynne Munoz, Olympus Hall Office 216, 425-388-9175, lmunoz@everettcc.edu
- Chad Lewis, Olympus Hall Office 214, 425-388-9559, ctlewis@everettcc.edu
- Pat Coughlin, Olympus Hall Office 211, 425-388-9250, pcoughlin@everettcc.edu
- Bill Reed, Olympus Hall Office 210, 425-388-9249, breed@everettcc.edu
- Dongwa Hu, Olympus 212, 425-388-9364, dhu@everettcc.edu

If there is no answer, please call the Division Office at 425-388-9243.

GETTING STARTED AT EVCC

Our Enrollment Services Office provides information about application, advising, orientation and registration for new and continuing students. Though advising is voluntary, all prospective and current students are invited to contact the Enrollment Services Office or the Counseling Advising and Career Center (CACC) if they would like to speak one-to-one with an advisor about getting started at EvCC. Contact:

- Enrollment Services, Jackson Center
425-388-9219, admissions@everettcc.edu
- CACC, Third Floor, Parks, 425-388-9263

RELATED PROGRAMS

EvCC offers a number of programs related to the business environment. More information is available in guides for these programs:

- General Business
- Accounting and Bookkeeping
- Business Technology
- Computer Information Systems
- Legal Office Assistant
- Medical Billing Specialist
- Tribal Enterprise Management
- Virtual Assistant

NOTES FOR CERTIFICATE AND ATA DEGREE

- ◆ To assist students in planning, courses are listed in a suggested sequence of courses over one or more quarters and assume full-time enrollment and successful completion each quarter. Part-time students may find their course pattern to be different.
- ◆ EvCC does not offer every course each quarter. Please consult the Class Schedule and an advisor to plan course selection.
- ◆ Waivers for any of the required courses may be considered on the basis of verifiable evidence of previously acquired skills. Such waivers can be granted only by one of the program advisors listed in this curriculum guide, and must be initialed on this checklist. A waiver does not excuse the student from the requirement to earn the minimum required credits.
- ◆ (CP) indicates computer proficiency; (CS) computation skills; (HR/IC) human relations and interpersonal communications; (WS) writing skills; (SS) Social Science).
- ◆ Several courses have pre-requisites which must be satisfied prior to enrolling in the class.
- ◆ To earn a certificate or degree the courses must be completed with a cumulative GPA of 2.0 (C) or better.
- ◆ Students should meet with an advisor and maintain this checklist while at Everett Community College. The quarter before expected completion, this checklist should be submitted with a diploma application to the Enrollment Services Office. A full description of the College's requirements for earning a certificate or degree is contained in the College catalog.

Suggested Sequence of Classes for Entrepreneurship Certificate

1st Quarter	Cr.		2nd Quarter	Cr.		3rd Quarter	Cr.
BUS 105 Small Business Essentials	5		BUS 205 Entrepreneurship I	5		BUS 206 Entrepreneurship II	5

Entrepreneurship Certificate Checklist

Student Name: _____

Course Number	Course Title	Credits	Quarter Completed	Grade
REQUIRED COURSES (minimum 15 credits)				
BUS 105	Small Business Essentials	5	_____	_____
BUS 205	Entrepreneurship I	5	_____	_____
BUS 206	Entrepreneurship II	5	_____	_____

Total: 15 credits minimum, with at least 2.0 GPA

Associate in Technical Arts in Entrepreneurship Non-Transfer Checklist

A suggested sequence of courses is on the reverse side. Students should meet with an advisor and maintain this checklist while at Everett Community College. The quarter before expected completion, this checklist should be submitted with a diploma application to the Enrollment Services Office. A full description of the College's requirements for earning a certificate or degree is contained in the College catalog.

Courses listed with an ampersand in the course number (e.g. ENGL&101) reflect the new Common Course Numbering System.

Courses in [brackets] are the "old" course numbers and may be used to satisfy requirements. For more information, go to www.everettcc.edu/ccn

SEE SUGGESTED SEQUENCE OF CLASSES ON REVERSE SIDE.

Student Name: _____

COMPLETION of Diversity Course

Where completed/Course Title	Year Completed	Grade
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Course Number	Course Title	Credits	Quarter Completed	Grade
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GENERAL EDUCATION (15 credits.)

ENGL 98 or ENGL& 101 (WS)		5		
BUS 130 or MATH 120 (CS) (See Note 1)		5		
CMST 204D, &210 or &220		5		

CORE REQUIREMENTS (65 credits.)

ACCT& 201 [200]	Principles of Accounting I	5		
ACCT& 202 [201]	Principles of Accounting II	5		
BUS 105	Small Business Essentials	5		
BUS 110D	Business Communication	5		
BUS 150	Principles of Marketing	5		
BUS 200	Fundamentals of Management	5		
BUS& 201 [220] (SS)	Business Law	5		
BUS 205	Entrepreneurship I	5		
BUS 206	Entrepreneurship II	5		
BUS 255	Business Consulting	5		
BT 240, BT 242 or CL 101	Access, Excel or Computer Literacy	5		
CMST& 230	Small Group Communication	5		
ECON 101D (SS), &201 or &202	Understanding Economics or Micro Econ or Macro Econ	5		

ELECTIVES (Must be approved by advisor, minimum 10 credits. See Note 2.)

Total: 90 credits minimum, with at least 2.0 GPA

Note 1: Business 130 (or Math 120) or an EvCC Math course numbered 099 [065] or higher is required.

Note 2: In general, Accounting, Economics, Business, Anthropology, Graphic Art and Design, Psychology, Sociology, Business Technology and Computer courses are all acceptable as electives and may help students meet the prerequisites of required courses and broaden skills and knowledge.

SUGGESTED SEQUENCE OF CLASSES FOR ASSOCIATE IN TECHNICAL ARTS IN ENTREPRENEURSHIP

<u>1st Qtr</u>	<u>Credits</u>	<u>2nd Qtr</u>	<u>Credits</u>	<u>3rd Quarter</u>	<u>Credits</u>
BUS 105	5	BUS 205	5	BUS 206	5
BUS 130 or MATH 120	5	BUS 110D	5	CL 101	5
ENGL 98 or ENGL& 101	5	ACCT& 201 [200]	5	ACCT& 202 [201]	5

<u>4th Qtr</u>	<u>Credits</u>	<u>5th Qtr</u>	<u>Credits</u>	<u>6th Qtr</u>	<u>Credits</u>
CMST& 230	5	BUS 200	5	BUS 255	5
BUS 150	5	BUS& 201 [220]	5	ECON 101D	5
CMST 204D, &210 or &220	5	BT 240 or BT 242	5	Elective	5

Note: If a student is working full-time or has extensive other responsibilities, it may be advisable to plan a part-time schedule with a program advisor.



About Everett Community College

Improve your personal skills, discover new ideas, prepare for work and/or university transfer, and improve your career prospects through programs at EvCC.

Each term, about 9,500 students enroll in a wide variety of courses. Day, evening, distance, and workplace-based options are available. Students may enroll on a full-time or part-time basis. EvCC offers two-year associate degrees, short-term certificates, endorsements and industry certifications.

Student life can be active. Currently, EvCC offers athletic programs in basketball, baseball, and soccer, to name a few.

Student clubs range from Phi Theta Kappa (the Honor Society) to the United Native American Council to the International Club, to the German Club, and more. Our students are active in DECA: an association that builds leadership in marketing, management and entrepreneurship. Our Student Government and Programs Board are always on the go with activities that make college life fun.

Student services are designed to support students in their studies, remove barriers, and enrich student life. Financial aid services offer grant and loan opportunities, as well as scholarships. Our Counseling, Advising and Career Center has a rich array of information and personal assistance for students. The Diversity and Equity Center supports student activities that promote growth and opportunity toward cultural understanding.

Former EvCC students have found employment at Boeing, in small business, in community service agencies, in schools, and in other locales. Our transfer students are known to do very well at the UW, WWU and other schools. As noted on the first page, The Evergreen State College accepts the ATA degree in Entrepreneurship for the full 90 credits and junior standing.

EvCC's University Center

Looking for educational options close to home?

Check out our new University Center, offering a variety of Bachelor's and Master's degrees –

**Right here.
Right now.**

www.uceverett.org

Everett Community College does not discriminate on the basis of race, religion, creed, color, national origin, age, sex, sexual orientation, marital status, the presence of any physical, sensory or mental disability, or status as a disabled or Vietnam era veteran in its program and activities, or employment. The Vice President of Student Services has been designated to handle inquiries regarding student-related non-discrimination policies and can be reached at 2000 Tower Street, Everett, WA 98201, or by phone at (425)388-9589. The Vice President of Human Resources has been designated to handle employment-related inquiries regarding the non-discrimination policies and can be reached at 2000 Tower Street, Everett, WA 98201, or by phone at (425)388-9232. This publication is effective **MARCH 2010**. The College reserves the right to change courses, programs, degrees and requirements. It is the student's responsibility to be aware of correct information by routinely checking with Enrollment Services and/or the advisors listed in this publication. Requirements applicable to all certificates and degrees are published in the College Catalog. Nothing contained herein shall be construed to create any offer to contract or any contractual rights.

For more information, call 425-388-9219, Everett Community College, 2000 Tower Street, Everett, WA 98201, www.everettcc.edu