

Program Requirements



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|--|---|
| Complete *three Introductory or Advanced Certificates | Basic Accounting (BYU-Idaho) |
| | Administrative Assistant |
| | Entrepreneurship |
| | Family History Research |
| | TESOL |
| | Commercial Fundamentals |
| | Auto Services Technology |
| | Computer Aided Design and Drafting (CADD) |
| | Construction Field Supervision |
| | Social Media Marketing (BYU-Idaho) |
| | Hospitality & Tourism Management (BYU-Idaho) |
| | Marriage, Family & Human Relations |
| | Computer Programming |
| | Computer Support (BYU-Idaho) |
| Web Frontend | |
| Agribusiness | |
| Advanced certificates: | Web Backend Development |
| | System Administration (BYU-Idaho) |
| | Database |
| | Advanced Family History Research |
| | Business Administration |
| | Child & Family Advocacy |
| | Human Resource Management |
| | Human Services |
| | Parent & Family Education |
| | Business & Leadership Skills |
| | Business Analysis |
| Advanced Marriage & Family Functioning | |
| Complete additional required courses: | GS 497 Professional Projects 2 <i>-Substitute for Internship</i> |

COMPLETE ALL GENERAL EDUCATION AND RELIGIOUS EDUCATION REQUIREMENTS, INCLUDING 15 UPPER-DIVISION CREDITS (300 OR 400 LEVEL COURSES), AT LEAST 30

CREDITS TAKEN IN RESIDENCY, AND A MINIMUM CUMULATIVE GRADE POINT AVERAGE OF 2.0.

Light Computing: Laptop required with ability to run Microsoft Office apps like Word and Excel.

Recommended Program Plan Example

The following Program Plan example shows how you can plan your class schedule to meet all graduation requirements. **As a professional studies student, you will need to create your own program plan based on the certificates you have selected.**

You can use the example below to create your own program plan along with your degree progress audit and the academic catalog. The example below includes all General Education and Institute of Religion courses that are required to complete your degree program. We recommend taking about 2 courses or 4-6 credits per block so you can finish your bachelor's degree more quickly.

Advanced Path Additional Requirements

If you skip PathwayConnect, you must make up those 7 credits by completing GE 103: Online University Skills (1 credit) and additional elective credits (6 credits).

| BLOCK ORDER | COURSE CODE | COURSE NAME | CREDITS |
|------------------------------------|-------------|--|---------|
| 1 | PC 101 | Life Skills | 3 |
| | REL 250A | Jesus Christ & His Everlasting Gospel | 1 |
| 2 | PC 102 | Professional Skills | 3 |
| | REL 250B | Jesus Christ & His Everlasting Gospel | 1 |
| 3 | PC 103 | University Skills | 1 |
| | | First Introductory Certificate Course # 1 (see below) | # |
| PathwayConnect Completed | | | |
| 4 | | First Introductory Certificate Course # 2 (see below) | # |
| | REL 275A | Teachings & Doctrine of the Book of Mormon | 1 |
| 5 | | First Introductory Certificate Course # 3 (see below) | # |
| | REL 275B | Teachings & Doctrine of the Book of Mormon | 1 |
| 6 | | First Introductory Certificate Course # 4 (see below) | # |
| | REL 225A | Foundations of the Restoration | 1 |
| 7 | | First Introductory Certificate Course # 5 (see below) | # |
| | REL 225B | Foundations of the Restoration | 1 |
| First Certificate Completed | | | |
| 8 | | Second Introductory Certificate Course #1 (see below) | # |
| | WRIT 101 | Writing in Professional Contexts- General Education Course | 3 |
| 9 | | Second Introductory Certificate Course #2 (see below) | # |

| | | | |
|---|-----------|---|---|
| | REL 200A | The Eternal Family | 1 |
| 10 | | Second Introductory Certificate Course #3 (see below) | # |
| | REL 200B | The Eternal Family | 1 |
| 11 | | Second Introductory Certificate Course #4 (see below) | # |
| | MATH 108X | Math for the Real World- General Education Course | 3 |
| 12 | | Second Introductory Certificate Course #5 (see below) | # |
| | FCS 160 | Family Leadership and Resource Management- General Education Course | 3 |
| Second Certificate Completed | | | |
| 13 | BUS 301 | Writing in Professional Contexts- General Education Course | 3 |
| | REL 290A | The Divine Gift of Forgiveness | 1 |
| 14 | PUBH 132 | Personal Health and Wellness- General Education Course | 3 |
| | REL 290B | The Divine Gift of Forgiveness | 1 |
| Associate Degree Completed | | | |
| 15 | | Advanced Certificate Course #1 (see below) | # |
| | REL 333A | Teachings of the Living Prophets | 1 |
| 16 | | Advanced Certificate Course #1 (see below) | # |
| | REL 333B | Teachings of the Living Prophets | 1 |
| 17 | | Advanced Certificate Course #1 (see below) | # |
| | HUM 110 | Discovery & Discernment Through the Arts- General Education Course | 3 |
| 18 | | Advanced Certificate Course #1 (see below) | # |
| | GESCI 110 | Sustaining Human Life- General Education Course | 3 |
| 19 | | Advanced Certificate Course #1 (see below) | # |
| | PEACE 101 | Conflict and Peace- General Education Course | 3 |
| Third Certificate Completed | | | |
| | GS 497 | Professional Projects- General Education Course | 2 |
| | REL 280A | Answering My Gospel Questions | 1 |
| | | Complete additional elective courses offered at BYU-Idaho to earn a minimum of 120+ credits | |
| Professional Studies Bachelor's Degree Completed | | | |

Graduation Requirements:

- Complete all General Education and Religious Education requirements
- Complete 15 upper-division credits (300 or 400 level courses)
- Complete at least 30 credits in residency (taken directly from the awarding institution)
- Earn a minimum cumulative grade point average of 2.0
- Complete additional elective credits to meet the 120-credit graduation requirement

Introductory Certificate Options

| Basic Accounting Certificate | | |
|--------------------------------------|--|----------|
| COURSE CODE | COURSE NAME | CREDIT S |
| BUS 115 or BUSPC 115 | Applied Spreadsheets & Analysis | 3 |
| ACCTG 180 | Survey of Accounting | 3 |
| ACCTG 205 | Accounting Software | 2 |
| COMM 150 | Interpersonal Theory and Practice <i>*Substitute for COMM 175 Communications Essentials</i> | 3 |
| ECON 150 | Economic Principles & Problems-Micro <i>*OR BUS 375 Business Law</i> | 3 |
| Administrative Assistant Certificate | | |
| COURSE CODE | COURSE NAME | CREDIT S |
| BUS 105 or BUSPC 105 | Spreadsheet Essentials <i>*Substitute for BUS 115 Applied Spreadsheet & Analysis</i> | 3 |
| BUS 129 | Office Procedures | 3 |
| BUS 240 | Word Processing I | 3 |
| BUS 180 | Introduction to Financial Management | 3 |
| GS 170 | Career Development | 1 |
| Waiver | <i>COMM 130 Visual Communication is no longer offered or required</i> | 3 |
| Entrepreneurship Certificate | | |
| COURSE CODE | COURSE NAME | CREDIT S |
| BUS 115 or BUSPC 115 | Applied Spreadsheets & Analysis | 3 |
| BUS 110 | Intro to Entrepreneurship | 3 |
| BUS 180 | Introduction to Financial Management | 3 |
| MKT 120 | Marketing Foundations | 3 |
| BUS 210 | Small Business Creation | 3 |
| GS 170 | Career Development | 1 |
| Family History Research | | |
| COURSE CODE | COURSE NAME | CREDIT S |

| | | |
|------------------------|---|---|
| REL261 or RELPC 261 | Introduction to Temple and Family History | 2 |
| FHGEN 110 | Family History Research Student Success | 1 |
| FHGEN 120 | Internet and Computer Skills | 3 |
| FHGEN 130 | Paleography | 3 |
| FHGEN 241 | Introduction to Family History Research, Part One: Record Groups and Methodology <i>Substitute for FHGEN 111 Intro to Family History Research I</i> | 3 |
| FHGEN 242 | Introduction to Family History Research, Part Two: Analysis of Research Evidence <i>Substitute for FHGEN 112 Intro to Family History Research II</i> | 3 |
| GS 170 | Career Development | 1 |

TESOL Certificate

| COURSE CODE | COURSE NAME | CREDIT S |
|---------------------------|---|-----------------|
| ED 312 | Culture and Diversity <i>Completion or waiver of this course requirement as it is no longer required</i> | 2 |
| TESOL 101 or TESPC 101 | Introduction to TESOL | 3 |
| TESOL 102 | TESOL Pedagogy I | 3 |
| TESOL 103 | TESOL Pedagogy II | 3 |
| TESOL 104 | English Grammar to TESOL | 3 |
| TESOL 105 | TESOL Practice | 1 |
| GS 170 | Career Development | 1 |

Commercial Fundamentals Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-------------------------|--|----------------|
| BUS 115 or BUSPC 115 | Applied Spreadsheets & Analysis | 3 |
| COMM 150 | Interpersonal Theory and Practice <i>*Substitute for COMM 175 Communications Essentials</i> | 3 |
| MKT 120 | Marketing Foundations | 3 |
| BUS 180 | Introduction to Financial Management | 3 |
| SMMBC 105 | Introduction to Social Media Marketing | 3 |
| GS 170 | Career Development | 1 |

Auto Services Technology Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|--------------------|--------------------------------------|----------------|
| AUTO 125 | Automotive Ownership and Maintenance | 1 |
| AUTO 131 | Electrical Systems | 2 |
| AUTO 132 | Engine Performance | 2 |
| AUTO 155 | Chassis Systems | 2 |
| AUTO 201 | Drive Trains | 2 |

| AUTO 231 | Vehicle Electronics | 2 |
|---|---|---------|
| AUTO 232 | Engine Management Systems | 2 |
| GS 170 | Career Development | 1 |
| Computer Aided Design and Drafting Certificate | | |
| COURSE CODE | COURSE NAME | CREDITS |
| MATH 108X | Math for the Real World <i>Substitute for MATH 110X College Algebra</i> | 3 |
| BUS 115 | Business Applications <i>Substitute for ME 142 Engineering Computation I</i> | 3 |
| ME 162 | Fundamentals in 2D CADD | 3 |
| ME 172 | Parametric Mechanical CADD | 3 |
| ME 272 | Mechanical CADD and GD&T | 3 |
| GS 170 | Career Development | 1 |
| Construction Field Supervision Certificate | | |
| COURSE CODE | COURSE NAME | CREDITS |
| CONST 221 or CONPC 221 | Construction Safety | 3 |
| VDC 170 | Plan Reading | 1 |
| VDC 370 | Contract Documents | 2 |
| CONST 380 | Project Management | 2 |
| CONST 305 | Construction Estimating | 3 |
| CONST 315 | Field Scheduling | 3 |
| Social Media Marketing Certificate | | |
| COURSE CODE | COURSE NAME | CREDITS |
| SMMBC 105 | Introduction to Social Media Marketing | 3 |
| SMMBC 120 | Social Media Marketing Strategy | 3 |
| SMMBC 130 | Social Media Marketing Content | 3 |
| SMMBC 150 | Social Media Marketing Analytics | 3 |
| SMMBC 160 | Social Media Marketing Advocacy and Advertising | 3 |
| GS 170 | Career Development | 1 |
| Hospitality & Tourism Management Certificate | | |
| COURSE CODE | COURSE NAME | CREDITS |
| HTMBC 110 | Introduction to Hospitality & Tourism Management | 3 |
| HTMBC 130 | Teams & Hospitality | 3 |
| HTMBC 150 | Accommodations Operations | 3 |
| HTMBC 220 | Food & Beverage | 3 |
| HTMBC 240 | Hospitality & Tourism Financial Management | 3 |
| GS 170 | Career Development | 1 |
| Marriage, Family, and Human Relations Certificate | | |
| COURSE CODE | COURSE NAME | CREDITS |

| | | |
|--------------------------|--|---|
| FAML 160 or FAMPC 160 | Family Relations | 3 |
| FAML 100 | The Family | 3 |
| FAML 110 | Marriage Skills | 1 |
| FAML 120 | Parenting Skills | 1 |
| FAML 150 | Intro to Marriage & Family Studies | 1 |
| PSYCH 111 | General Psychology | 3 |
| CHILD 210 | Child Development <i>Substitute for PSYCH 201 Developmental Psychology Lifespan</i> | 3 |
| GS 170 | Career Development | 1 |

Computer Programming Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-------------------------|----------------------------------|---------|
| CSEPC 110 or CSE 110 | Programming Building Blocks | 2 |
| CSE 111 | Programming with Functions | 2 |
| CSE 210 | Programming with Classes | 2 |
| CSE 212 | Programming with Data Structures | 2 |
| CSE 310 | Applied Programming | 4 |
| CSE 121B | JavaScript Language | 1 |

Computer Support Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-------------------------|---------------------------------|---------|
| BUS 115 or BUSPC 115 | Applied Spreadsheets & Analysis | 3 |
| CITBC 102 | Hardware Technician | 3 |
| CITBC 125 | Windows Client | 3 |
| CITBC 150 | Introduction to Networking | 3 |
| COMM 150 | Interpersonal Theory & Practice | 3 |
| GS 170 | Career Development | 1 |

Web Frontend Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-------------|---|---------|
| WDD 130 | Web Fundamentals | 2 |
| CIT 160 | Introduction to Programming | 3 |
| COMM 130 | Visual Media | 3 |
| WDD 230 | Web Frontend Development I <i>Previously CIT 230</i> | 3 |
| WDD 331 | Advanced CSS | 2 |
| GS 170 | Career Development | 1 |

Agribusiness Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|---------------------------|---|---------|
| AGBUS 105 or AGBPC 105 | Entrepreneurship in Agribusiness | 3 |
| AGBUS 138 | Intro to Agribusiness Leadership and Group Dynamics | 3 |

| | | |
|------------|---|---|
| AGBUS 147 | Intro to International Agricultural Marketing | 3 |
| AGBUS 180A | Economics and Budgeting Principles | 2 |
| AGBUS 180B | Cash Accounting Concepts and Applications | 2 |
| AGBUS 197R | Agribusiness Practicum | 1 |

Advanced Certificate Options

| Web Backend Development Certificate | | |
|--|---|---------|
| COURSE CODE | COURSE NAME | CREDITS |
| ITM 111 | Introduction to Databases <i>Substituted for CIT 260 Object Oriented Programming</i> | 3 |
| WDD 330 | Web Frontend Development 2 <i>Substituted for CIT 261 Mobile Application Development</i> | 3 |
| CSE 340 | Web Backend Development <i>Previously CIT 336 Web Backend Development</i> | 3 |
| CSE 341 | Web Services <i>Previously CS 313 Web Engineering</i> | 3 |
| WDD 430 | Web Full-Stack Development <i>Substituted for CSE 325 .Net Software Development (Previously CIT 365)</i> | 3 |
| System Administration Certificate | | |
| COURSE CODE | COURSE NAME | CREDITS |
| CYBER 240 | Networking <i>Previously CIT 240 Networking</i> | 3 |
| CYBER 340 | Network Design I <i>Previously CIT 241 Network Design I</i> | 3 |
| CYBER 301 | Systems Security I <i>Previously CIT 270 Systems Security I</i> | 3 |
| CIT 352 | Operating Systems I | 3 |
| CIT 353 | Operating Systems II | 3 |
| Database Certificate | | |
| COURSE CODE | COURSE NAME | CREDITS |
| ITM 111 | Introduction to Databases <i>Previously CIT 111 Introduction to Databases</i> | 3 |
| CSE 110 | Introduction to Programming <i>Substituted for CIT 160 Introduction to Programming</i> | 3 |
| ITM 220 | SQL <i>Previously CIT 225 Database Design & Development</i> | 3 |
| ITM 325 | Database Programming <i>Previously CIT 325 Database Programming</i> | 3 |
| ITM 327 | Data Warehousing <i>Previously CIT 425 Data Warehousing</i> | 3 |
| Advanced Family History Research Certificate | | |

| COURSE CODE | COURSE NAME | CREDITS |
|-------------|---|---------|
| FHGEN 340 | Genealogical Writing | 3 |
| FHGEN 351 | U.S. Geographic Specialization | 3 |
| FHGEN 352 | Introduction to Genetic Genealogy | 3 |
| FHGEN 411 | Research Methodology | 3 |
| FHGEN 499R | Directed Geographic Specialization Research | 3 |

Business Administration Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-------------|---|---------|
| MATH 124 | Fundamentals of Statistics <i>*Substitute for MATH 221A Business Statistics</i> | 3 |
| FIN 301 | Financial Management | 3 |
| SCM 361 | Operations Management | 3 |
| BUS 380 | Introduction to International Business | 3 |
| BUS 410 | Principles of Advanced Business Management <i>Substitute for ACCTG 202 Managerial Accounting</i> | 3 |

Child & Family Advocacy Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-------------|---|---------|
| COMM 150 | Interpersonal Theory and Practice <i>Substitute for COMM 102 Public Speaking</i> | 3 |
| FAML 430 | Family & Community | 3 |
| BUS 374 | Social Innovation | 3 |
| POLSC 110 | American Government | 3 |
| MKT 351 | Social Media Marketing <i>Substitute for SMMBC 160 Social Media Advocacy</i> | 3 |

Human Resource Management Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-----------------------|--|---------|
| COMM 250 | Organizational Principles | 3 |
| PSYCH 111 | General Psychology | 3 |
| BUS 270 | Human Resource Management | 3 |
| COMM 450 | Conflict Management and Negotiation | 3 |
| BUS 375 or BUS 380 | Business Law or Introduction to International Business | 3 |

Human Service Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-------------|---|---------|
| FAML 420 | Helping Relationship | 3 |
| FAML 360 | Family Stress and Coping | 3 |
| FAML 430 | Family and Community Relationships | 3 |
| PSYCH 302 | Research Methods | 3 |
| MATH 124 | Fundamentals of Statistics <i>Substitute for MATH 221C Social Science Statistics</i> | 3 |

Parent and Family Education Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-------------|-------------|---------|
|-------------|-------------|---------|

| | | |
|-----------|---|---|
| FAML 200 | Preparation for Marriage | 2 |
| FAML 430 | Family & Community Relationships | 3 |
| FAML 445 | Teaching Family Life Education | 3 |
| PSYCH 302 | Research Methods | 3 |
| MATH 124 | Fundamentals of Statistics | 3 |
| | <i>Substitute for MATH 221C Social Science Statistics</i> | |

Business & Leadership Skills Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-------------|--|---------|
| BUS 115 | Applied Spreadsheets and Analysis | 3 |
| ACCTG 180 | Survey of Accounting | 3 |
| | <i>*Substitute for ACCTG 201</i> | |
| MKT 351 | Social Media Marketing | 3 |
| | <i>*Substituted for MKT 341 Marketing Management</i> | |
| FIN 300 | Business Finance | 3 |
| | <i>*Substitute for BA 211 Business Fundamentals</i> | |
| BUS 321 | Organizational Leadership | 3 |

Business Analysis Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-------------|---|---------|
| CSE 110 | Programming Building Blocks | 2 |
| | <i>Substitute for CS 101 Introduction to Programming</i> | |
| CIT 111 | Introduction to Databases | 3 |
| MATH 124 | Fundamentals of Statistics | 3 |
| | <i>Substitute for MATH 221C Social Science Statistics</i> | |
| FIN 301 | Financial Management | 3 |
| SCM 361 | Operations Management | 3 |

Advanced Marriage & Family Functioning Certificate

| COURSE CODE | COURSE NAME | CREDITS |
|-------------|------------------------------|---------|
| FAML 220 | Parenting | 3 |
| FAML 300 | Marriage | 3 |
| FAML 400 | Family Theories and Dynamics | 3 |
| FAML 460 | Child and Family Advocacy | 3 |
| FCS 340 | Money Management | 3 |