

Project Management Proficiency Certificate

Description: The Project Management Proficiency Certificate prepares students to enter the project management workforce. Students will learn the management principles and theories that put them on the path towards a rewarding project management career in various industries, such as health care, information technology, construction, finance, and advertising. Students gain hands-on experience through various course assignments and requirements. The Project Management Proficiency Certificate offers courses that develop skills in project management, communications, agile project management, and organizational leadership. The courses in the certificate also apply towards the Business Leadership A.A.S. degree.

Upon completion of the certificate, students will be prepared to take the Certified Associate Project Manager (CAPM from the Project Management Institute) exam, providing a competitive and financial advantage in the job market. Graduates of the program are prepared for positions such as IT program support specialist, project manager, emergency response project manager, marketing communications coordinator, and member relations administrator.

Student Learning Outcomes:

Upon successful completion of the Project Management proficiency certificate, students will be able to:

- Describe the importance of project management in the context of various organizational structures and strategies
- Use basic project management planning tools for communications, risk analysis, cost estimation and budgeting, and quality control
- Create and design templates for scheduling, controlling costs, and project completion
- Communicate effectively both orally and in writing and demonstrate effective interpersonal skills in a team setting

Entrance Requirements: This certificate is open to interested students. New students are normally required to take the College's placement test at their time of entry. Students who are identified as needing developmental course work must satisfactorily complete the appropriate English and mathematics courses as part of the certificate when applicable.

Project Management Proficiency Certificate Course Sequence

Course Number	Course Name	Prerequisite or Corequisite	Credits
PJMT 110	Foundations of Project Management		3
PJMT 130	Project Communications		3
PJMT 140	Emerging Trends in Project Management	PJMT 110, which may be taken concurrently	3
PJMT 220	Advanced Project Management	PJMT 110 and PJMT 140	3
BUSL 215	Organizational Leadership	BUSL 125 or PJMT 110 and PJMT 130	3

PJMT 240	Project Management Work Experience	PJMT 220	3
Total Credits			18

Successful Completion: Successful completion of the program requires a “C” grade or better in each of the courses listed above.

For More Information, Contact: The Division of Business and Technology, Room B2-22, 1700 Spring Garden Street, Philadelphia, PA 19130, Telephone (215) 751-8785; or the College Information Center (215) 751-8010.

Courses and Completion Sequence

The following courses and sequence of courses is designed for the optimal success and completion of the Project Management degree/certificate. Any alterations should be discussed with your academic advisor.

Course Name and Number	Credits	Advisory Notes
PJMT 110 - Foundations of Project Management	3	Prerequisite for PJMT 140, PJMT 220, and BUSL 215
PJMT 130 - Project Communications	3	Prerequisite for BUSL 215
PJMT 140 - Emerging Trends in Project Management	3	Prerequisite for PJMT 220
PJMT 220 - Advanced Project Management	3	Prerequisite for PJMT 240
BUSL 215 - Organizational Leadership	3	
PJMT 240 - Project Management Work Experience	3	