Middlesex Community College
Customer Service Management Certificate
GRADUATION CHECKLIST

2018-19 CATALOG

Requirements	Cr	Grade	Semester Taken
Choose one of the following: ❍ BBG*115: Business Software Applications ❍ CST*201: Intro to Management Information Systems	3		
BMG*202: Principles of Management	3		
BMG*204: Managerial Communications	3		
BMK*106: Principles of Selling	3		
BMK*123: Principles of Customer Service	3		
BMK*201: Principles of Marketing	3		
COM*173: Public Speaking	3		
ENG* 101: Composition	3		
Select 2 of the following (6 credits):			
❑ BMK*103: Principles of Retailing	3		
❑ BMG*210: Principles of Organizational Behavior	3		
❑ BMK*216: Internet Marketing	3		
❑ BMK*230: Advertising and Promotion	3		
TOTAL CREDITS	**30**		

Customer Service Management Certificate

MxCC
MIDDLESEX COMMUNITY COLLEGE

Deadline to Apply: **GRADUATION CHECKLIST**   Graduation Year: 20_____

Fall: December 1st   **2018-2019**   Year of Catalog being used_____

Spring/Summer: April 15th

_____ @_____
NAME (First Name, Middle Initial/Name is optional, Last Name)   BANNER ID

_____ _____ _____ _____
STREET ADDRESS   TOWN   ZIP   PHONE#

Please note: All graduation correspondence will be sent to your college assigned email.

Please be advised that your name and academic major will be printed in the commencement brochure and your academic major will be announced at the graduation ceremony if you choose to attend. Please notify the Enrollment Services Office if you do not wish your information to be printed or announced.

Other college transfer credits to be used?   Yes ❍   No ❍

From which college? _____

Are they on file at MxCC?   Yes ❍   No ❍

Are you applying for more than one degree? Yes ❍   No ❍

If yes, which curriculum? _____

Graduation Requirements:

Have been met ❍   Will be met at the end of: Fall semester ❍   Spring Semester ❍ Summer Semester ❍

Minimum Required GPA for Graduation is 2.0 Current GPA: _____

_____ _____
ADVISOR'S SIGNATURE* & DATE   STUDENT'S SIGNATURE* & DATE

Typed name is acceptable for signature.
Electronic Submissions: This form must be submitted to MX-Registrar@mxcc.edu from student's official college email address.