

Business Communication, Professional Certificate

Requirements

The professional Certificate in Business Communication requires 12 s.h. of credit. Students must earn a cumulative grade-point average of at least 2.75 in certificate coursework.

The certificate is open to individuals with a desire to build their business communication knowledge and skills. It is also open to current Iowa MBA Program students. Students in the Iowa MBA Program may complete the certificate as they work toward their degree; the certificate is designed to fit into the MBA curriculum allowing students to earn the MBA and certificate without additional coursework.

Certificate courses are offered online and select courses may occasionally be offered in Des Moines at the John and Mary Pappajohn Education Center (JMPEC).

Not all courses listed are regularly offered. Students should consult MyUI for course availability and/or discuss course offerings with their advisor.

The Certificate in Business Communication requires the following coursework.

Course #	Title	Hours
This course:		
MBA:8130	Business Communication	3
Three of these:		
MBA:8430	Communication With Artificial Intelligence and Business Technology	3
MBA:9130	Leadership Communication and Story	3
MGMT:9110 or MGMT:9230	Dynamics of Negotiations Managing and Preventing Conflict	3

Combined Programs

Certificate/Graduate Degrees

Students can pursue this professional certificate concurrently with their graduate degree. A separate application to each degree program is required for students not already admitted to a Tippie College of Business graduate or professional program.

For students in graduate programs outside of the Tippie College of Business:

- With graduate program approval, students may count up to 9 s.h. from the professional certificate toward their graduate degree.
- With approval from the professional certificate program, students may count up to 3 s.h. from any graduate degree program toward their certificate.

Students should contact their degree program and the certificate program to work out combined program details.

Admission

Admission decisions are based upon completed application materials, including academic performance along with quality and quantity of work experience. For specific guidelines, see Certificate-Only Admissions on the Tippie College of Business website.

English language requirements are mandatory for applicants whose first language is not English. Information on these requirements and test options can be found on the Iowa MBA International Admissions website.

Admission decisions are made before registration begins for completed applications received by the priority application deadline. Admitted applicants who have met the priority application deadline may request registration for classes on the first registration date. See the Certificate-Only Admissions website for priority and final application deadlines.

Applications are accepted throughout the year; admission is for summer, fall, or spring entry.