

ONLINE CERTIFICATE IN LEADERSHIP & CORPORATE COMMUNICATION

West Texas A&M University
Office of Continuing Education (OCE)
&

Sybil B. Harrington College of Fine Arts and Humanities

HIGH LEVEL OF SUBJECT MATTER PROFICIENCY IN A SPECIFIED FIELD

- 100% online professional certificate
- WTAMU faculty/instructors
- Five learning Modules – 4 weeks each – Instructor evaluation is S/U
- Earn your certificate in less than 6 months – 9.0 nationally recognized CEUs
- *Upon certificate completion, post-bachelor's students can waive 6 hours of graduate level credit toward a Master's degree in Communication!*

WHO SHOULD ENROLL

- Students and professionals (leaders and potential leaders) interested in enhancing their leadership and business communication skills – no matter your career field
- Non-profit, corporate, and civic leaders
- Professionals in career transition
- Professionals needing to update their skills to meet the needs of today's turbulent job market

PARTICIPANTS LEARN

- How to develop strategies for risk and crisis management
- Useful negotiation and persuasion strategies in multiple contexts
- How to enhance interpersonal, presentation, and writing skills
- Strategies for effectively managing conflict and problem solving

SCHEDULE:

2009

Module 1:	Leadership Strategies	Feb. 2 – March 2
Module 2:	Crisis & Risk Management	March 9 –April 13 (Spring Break)
Module 3:	Conflict Management	April 20 – May 18
Module 4:	Negotiation & Influence	May 26 – June 22
Module 5:	Corporate Communication	June 29 – July 27

FEES: *SOME EMPLOYERS OFFER TUITION ASSISTANCE*

Series Price: \$1,840
(5 modules @ \$368 each)

Individual Module Tuition: \$398 per module
(5 modules = \$1,990)

Contact: OCE (806) 651-2037