

| Course Sequencing |         |  |
|-------------------|---------|--|
| Year              | Quarter | Subject  |
| First Year        | Fall    | <a href="#">PROJ 100</a> (Intro to Project Management)<br><a href="#">ENGL&amp; 101</a> (English Comp 1)<br><a href="#">HDEV 102</a> (College Connections)<br><a href="#">FYI 101</a> (First Year Introduction)  |
|                   | Winter  | <a href="#">BUS&amp; 101</a> (Intro to Business)<br><a href="#">PROJ 110</a> (Project Planning)<br><a href="#">Quantitative/Symbolic Reasoning</a> (5 credits)<br><a href="#">MATH 107+</a> (Math in Society)  |
|                   | Spring  | <a href="#">PROJ 120</a> (Project Execution & Control)<br><a href="#">PROJ 130</a> (Intro to Microsoft Project)<br><a href="#">PSYC&amp; 100</a> (General Psychology),   |
|                   | Summer  | <a href="#">CS 101</a> (Intro to Computers & Info Technology)<br><a href="#">CMST &amp;210</a> (Interpersonal Communication) OR <a href="#">&amp; 220</a> (Public Speaking) OR <a href="#">260</a> (Multicultural Communication)<br>***Certificate will be earned upon successful completion of this quarter |
| Second Year       | Fall    | <a href="#">BUS&amp; 201</a> (Business Law)<br><a href="#">BUS 250</a> (Management Information Systems)<br><a href="#">BUS 271</a> (Human Relations Business)  |
|                   | Winter  | <a href="#">PROJ 211</a> (Project Procurement)<br><a href="#">PROJ 222</a> (Project Quality Management)<br><a href="#">PROJ 231</a> (Project Risk Management)  |
|                   | Spring  | <a href="#">PROJ 241</a> (Project Management Capstone)<br><a href="#">SOC 220</a> (Globalization)<br><a href="#">ENVS&amp; 101</a> (Intro to Environmental Science w/ Lab)<br>***AAS degree will be earned upon successful completion of this quarter  |
|                   | Summer  | <a href="#">AMGT 300</a> (Management & Organization Theory)<br><a href="#">ENGL 410</a> (Professional & Organizational Communication)<br><a href="#">SOC&amp; 101</a> (Intro to Sociology)   |
| Third Year        | Fall    | <a href="#">CMST 415</a> (Applied Professional Communication)<br><a href="#">PROJ 310</a> (Project Contracts & Legal Issues)<br><a href="#">PROJ 411</a> (Advanced Microsoft Project)  |
|                   | Winter  | <a href="#">AMGT 417</a> (Contemporary Issues in Business)<br><a href="#">AMGT 301</a> (Contemporary Issues in Business & Management)<br><a href="#">ECON 305</a> (Managerial Economics)<br><a href="#">ENVS 310</a> (Environmental Issues)  |
|                   | Spring  | <a href="#">PROJ 320</a> (Project Monitoring, Control & Earned Value)<br><a href="#">PROJ 330</a> (Project HR Management & Communication Skills)<br><a href="#">AMGT 320</a> (Leadership & Organization Behavior)  |
|                   | Summer  | <a href="#">ICS 310</a> (American Diversity)<br><a href="#">AMGT 360</a> (Business Planning & Strategy)  |
| Fourth Year       | Fall    | <a href="#">AMGT 310</a> (Operations Management)<br><a href="#">PROJ 480</a> (Advanced Project Management Capstone)<br><a href="#">PHIL 305</a> (Professional Ethics)  |

**Quantitative/Symbolic Reasoning:** MATH& 107, 141, 142, 144, 146, 148, 151, 152, 153, **OR** MATH 147

**Electives - Select 5 credits from the following distribution areas. Check with your program advisor for recommended elective courses from Communication, Quantitative/Symbolic Reasoning, Social & Behavioral Sciences, Humanities, and Mathematical & Natural Science distributions.**

The plan above is only a sample. If you want to see all of the courses we offer, please visit our online catalog [here!](#)

## BEFORE YOU START

Ready to get started? To begin working towards the certificate or the AAS degree, you simply need to apply and be accepted to CBC. You can apply online at [www.columbiabasin.edu](http://www.columbiabasin.edu).

**Applicants for the BAS degree must have met the following requirements:**

- Earned at least an associate degree from an academic transfer or career/technical program or completed at least 90 college-level credits from an academic transfer or career/technical program(s) and

**And have completed the following prerequisites:**

- At least one 100+ level math course with a minimum grade of 2.0
- [ENGL& 101](#) or the equivalent course with a minimum grade of 2.0

If you have questions about your eligibility, we strongly encourage you to consult the appropriate program advisor listed on the next page on the above prerequisites as you may have already taken the course(s) or equivalent.

### Application Deadline

Each program reviews completed applications and admits new students throughout the academic year. While new applications are continuously reviewed, applicants are strongly encouraged to submit their applications early; seats in these classes can become very limited as we approach the beginning of each quarter. In order for your application to be considered, all steps must be completed with the required materials submitted **one week prior to the first day of each quarter.**

### Requirements Checklist

- Completed online CBC Application for Admission (for new CBC students only)
- Completed [CBC BAS application](#)
- Official transcript(s)\*, sealed, verifying;
  - Your completion of two-year degree and/or all other college credits earned
  - Your completion of the program prerequisites, if applicable
- Resume (maximum three pages)

*\*For applicants who are current/past CBC students or CBC graduates: If you already have your academic records at CBC (e.g., CBC courses, courses from other institutions), you are NOT required to submit official transcript(s) with your application.*

*\*You may submit your application while waiting for your official transcript(s) to arrive. The application will not be processed until the transcript(s) are received. Official transcripts must be received in a sealed envelope or sent electronically through our Washington State Student Management System (SMS), or authorized online service provider.*

### Instructions

1. Complete the online CBC Application for Admission. (Note: if you are a current CBC student you do NOT need to submit a CBC Application for Admission).
2. Receive CBC Student ID Number via your CBC acceptance email (after your admissions application has been processed).
3. Submit the [BAS Application](#) with all required documents listed in the Requirements Checklist via postal mail or in person.

## ABOUT THE PROGRAM

The goal of the Project Management program at CBC is to equip students with sound project management knowledge and skills with practical experience in project scenarios that resemble real-world situations. Students of this program will be able to apply these project management concepts and skills in the workplace, volunteer organizations or life. Columbia Basin College's Project Management program incorporates a hands-on practical application approach and uses experienced project management practitioner perspectives in the development and execution of the program. Both the Project Management Bachelor of Applied Science (BASPM)

degree, the AAS degree *and* the Project Management One-Year Certificate are accredited by the Project Management Institute (PMI) [Global Accreditation Center for Project Management Education Programs \(GAC\)](#).

## OUT OF CLASS TO DO'S

- Contact your instructors and/or the CBC Career Services Center to find an internship, observation/shadowing experience, or a job in the field of project management.
- Visit the Academic Success Center for quiet study space, small group study, supplemental instruction and tutoring assistance.

## PROGRAM LEVEL OUTCOMES

Program learning outcomes are the knowledge, skills, and abilities that students will achieve before they graduate. The outcomes below were developed by the faculty in the Project Management program at CBC with input from accrediting bodies, advisory committees, employers, etc. This collaboration ensures that the outcomes are relevant for careers that this degree leads to.

Throughout the project management program, students will accomplish all five of the following Program Level Outcomes (PLOs):

1. Apply project management terminology, principles, methods, and tools to deliver business value.
2. Practice and promote The Project Management Institute's (PMI) code of ethics and professional conduct.
3. Demonstrate positive leadership and tailored communications throughout the project lifecycle.
4. Apply behavioral, cultural, and leadership concepts (cognitive and emotional) to project organizations, teams, and individuals.
5. Evaluate and deploy informed decision-making techniques to achieve project goals.

### FAQs

#### **Class Times/Delivery Format**

Courses are offered in person, online and in a Hybrid format.

#### **Length of Program**

Full-time students can earn the certificate in one year and the AAS degree in two years, and a BAS degree in four years.

#### **Which Quarter Can I Begin?**

You can begin this program any quarter.

## CAREER OPPORTUNITIES

Students who complete their Project Management degree will find that their applied skills are needed in various industries from aerospace, agriculture, architecture, construction, education, energy, engineering, state and federal government, finance, health care, high-technology and information technology (IT). Graduates of the Project Management program are equipped to pursue a wide variety of career roles including:

- Project Specialist
- Project Manager
- Program Manager
- Project Controls Engineer
- Risk Manager
- Project Scheduler
- Human Resources Manager
- Construction Manager
- Contracts Administrator
- Business Negotiator
- Cost Analyst

## APPLY FOR FINANCIAL AID OR OTHER FUNDING

### **Please complete:**

**The FAFSA application:** The Free Application for Federal Student Aid (FAFSA) provides financial aid for U.S. citizens and eligible non-citizens, such as permanent residents. Visit the [FAFSA website](#) to create your FSA ID and to complete your application.

### **OR**

**The WASFA application:** The Washington Application for State Financial Aid (WASFA) is for DACA or HB 1079 undocumented students. Visit the [Washington Student Achievement Council website](#) to complete your WASFA application.

**Did you know???** You can apply for CBC scholarships two times every year! Click [here](#) for more information!

**PLEASE NOTE:** This document represents a sample plan for degree completion with this program of study. Actual course selection and sequence may vary and should be discussed individually with your Completion Coach. Completion Coaches can also help you plan other experiences to enrich

*your education such as internships, research, learning communities, and campus involvement and community-based learning.*

**Office Hours: Monday to Thursday 7 am to 4:30 pm; Friday 7 am to noon**

**LEARN MORE**



[business@columbiabasin.edu](mailto:business@columbiabasin.edu)



509.542.4405



2800 N. 20<sup>th</sup> AVE.,  
Pasco, WA 99301

Columbia Basin College complies with the spirit and letter of state and federal laws, regulations and executive orders pertaining to civil rights, Title IX, equal opportunity and affirmative action. CBC does not discriminate on the basis of race, color, creed, religion, national or ethnic origin, parental status or families with children, marital status, sex (gender), sexual orientation, gender identity or expression, age, genetic information, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal (allowed by law) by a person with a disability, or any other prohibited basis in its educational programs or employment. Questions or complaints may be referred to the Vice President for Human Resources & Legal Affairs and CBC's Title IX/EEO Coordinator at (509) 542-5548. Individuals with disabilities are encouraged to participate in all college sponsored events and programs. If you have a disability, and require an accommodation, please contact CBC Disability Support Services at (509) 542-4412 or the Washington Relay Service at 711 or 1-800-833-6384. This notice is available in alternative media by request.