

Business Processes Certificate

Enhance your development | Build useful job skills | Learn at your own pace

5 Available Tracks | Learn more at the Business Processes Certificate [Website](#)

Track	Description	
Essentials	This track is ideal for employees who want to become familiar with key business processes and procedures.	
Budget	Intended to help employees who manage budgets, travel expenses, and other salary-related actions for their organizations.	
Purchasing	Geared toward employees who regularly make purchases or manage purchasing for their organization.	
Human Resources	Designed to help employees in administrative and supervisory roles develop their recruiting, hiring, and management skills.	
Research & Grants	Tailored for employees seeking to submit a research or grant proposal, this track explores the process and available resources.	

“Education is not an expense...it is an investment”
-Lyndon B. Johnson