

Skill Sets Acquired:

- Supervisory principles and techniques required to effectively manage human resources in an organization
- Structured approaches to managerial decision making
- Supervisory techniques used to adjust management styles to different situations and subordinates
- Effective individual and group behavior in an organization to maximize productivity and psychological and social satisfaction
- Moral principles of conduct emphasizing ethical problems and modes of ethical reasoning
- Problem solving, critical thinking, leadership styles and group cohesion
- Personal leadership styles and traits appropriate for middle level management
- Fundamentals of leadership for today's leadership challenges

All courses are offered in five 8 week terms each year with classes starting in August, October, January, March and May.

Tuition: FDTC's tuition rate is \$139.80 per credit hour or \$419.40 for a three hour course.

Fees are subject to change according to college policy.

Each student that successfully completes the program will receive an Associate in Arts Degree from Florence-Darlington Technical College



Visit our web site for more information about the new, challenging field of robotics and intelligent systems technicians at:

www.NRTCcenter.com

Florence-Darlington Technical College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools, located at 1866 Southern Lane, Decatur, GA 30033 and is a Service-members Opportunity Colleges (SOC) college.

www.fdtc.edu

Online Associate In Arts Degree with a concentration in Leadership and Management

To enroll, please contact the FDTC Admissions Office at (843) 661-8289 or by e-mail at admissions@fdtc.edu

For more information, please contact the NRTC Office at 843-413-2756 or e-mail Dorothy.Czarnocki@nrtcenter.com

www.fdtc.edu

Associate in Arts Degree with a concentration in Leadership and Management

Today's military NCOs and SNCOs as well as many manufacturing and service sector management personnel can benefit from education in management theories, emphasizing the management functions of planning, decision making, organizing, leading, and controlling. These skills create more effective managers and leaders as well as accelerate career advancement.

Purpose Statement:

The purpose of this program is to provide the first line leader and manager as well as the seasoned veteran the skill sets and formal education that they need in a military setting as well as in the citizen arena after they have left their military career. It focuses on leadership and management with an emphasis on planning, staffing, organizing, directing, and controlling techniques necessary for careers that require effective leaders and managers. Graduates of the program are equipped to be better communicators, team builders, and motivators and are able to meet the challenges of a full spectrum of operations expected of today's leaders.

Who Should Enroll:

- Enlisted service members wanting to jump start their formal leadership and management education
- Non-Commissioned Officers that desire to enhance their military career and better prepare themselves for the challenges of today's NCO leaders
- Staff Non-Commission Officers and Petty Officers that want to fine tune their leader experience with proven leader and management techniques in an academic environment

General Requirements

Communication	9
Humanities and/or Social Sciences	12
Mathematics	<u>6</u>
Total	27

Concentration in Leadership and Management

MGT101 Principles of Management	3
MGT150 Fundamentals of Supervision	3
MGT240 Management Decision Making	3
MGT250 Situational Supervision	3
MGT255 Organizational Behavior	3
MGT260 Leadership Fundamentals	<u>3</u>
Total	18

Other Requirements

Humanities and/or Social Sciences and electives	Total	15
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Total Minimum 60

Prerequisites for entrance:

Test Scores

Mathematics		English/Verbal	
ACT	20	ACT English/Verbal	20
COMPASS Pre-Algebra	60	COMPASS Reading	81
SAT	480	COMPASS Writing	78
		SAT English/Verbal	480

NOTES:

1. Students must have satisfactory ACT, COMPASS, or SAT test scores for entrance into this program.
2. Students who do not meet curriculum entrance requirements may be placed in developmental courses to improve basic skills.
3. Students taking courses online should have regular access to a computer - PC or Mac. These computers should have the minimum specifications of 512 MB ram and 4 GB of free hard drive space after installing all software. Students using older PC's without these specifications could experience some problems with the assignments.

Graduation Requirements

- Complete all required courses specified in the curriculum.
- Any course with the following prefixes requires a grade of "C" or better: ENG101, ENG102 AMT, IET, and EGR .
- Fulfill all financial obligations to the College.
- Achieve a Graduation GPA of 2.0 for all courses presented as meeting a program's course requirements.
- Earn at least 25 percent of the total credit hours of his/her curriculum at FDTC.
- It is the student's responsibility to ensure that courses taken at Florence-Darlington Tech transfer and meet any senior institution's requirements for a four-year degree

Exceptions can be made only by the Vice President for Academic Affairs.