



**SOUTHWESTERN**  
COLLEGE  
PROFESSIONAL STUDIES

# ORGANIZATIONAL COMMUNICATION

## Undergraduate Certificate

Enhance leadership, management, and technological communication skills necessary for professional success in today's dynamic and fast-paced organizations.

**+** **Practical Application**  
Hands-on experience

**+** **Flexibility**  
Six-week Online classes

**+** **Team Communication**  
Develop professional & interpersonal communication skills



## About Southwestern College

Southwestern College Professional Studies specializes in educating busy working adults, members of the military and individuals looking for a flexible way to earn a degree.

Established in 1885, we are a private, not-for-profit college affiliated with the United Methodist Church. SC is regionally accredited by the Higher Learning Commission.

## Contact Us Today

[ps.sckans.edu](http://ps.sckans.edu) | [enrollment@sckans.edu](mailto:enrollment@sckans.edu)  
316.684.5335 | 888.684.5335

Step Up. Opportunity Awaits.





# Undergraduate Certificate in Organizational Communication

## Core Requirements

- BQM 325 Quality through Effective Teams
- COM 301 Professional Communication
- COT 330 Microsoft Office Applications
- OMGT 320 Managing Group Dynamics
- STL 302 Self-Awareness & Personality Traits

## Program Description

The Organizational Communication Certificate is designed for individuals interested in understanding the professional communication skills necessary for their personal success in today's busy work environment. Learners will have the opportunity to develop professional and interpersonal communication skills in addition to examining the process of team communication and participation. The knowledge and practice of both individual and group communication will also include the use of technology tools to better prepare them to be successful in their organization.

## Admission Requirements

Anyone interested in completing the Certificate in Organizational Communication may complete a Southwestern College Professional Studies Application for Admission. The five courses comprising the Organizational Communication Certificate can be completed in eight months or less with no prerequisites.

Individuals completing the Organizational Communication Certificate at Southwestern College may apply these 15 credit hours earned toward a Bachelor of Science degree with a major in Business Quality Management, Human Resource Development or Strategic Leadership or they can be applied as electives in other bachelor degrees offered by Southwestern College Professional Studies.

The Organizational Communication Certificate is offered in an Online format. Courses are delivered in six-week sessions to allow maximum flexibility for busy professionals.