

Applied Global Business Communications Minor or Certificate (AGBC)

The Applied Global Business Communications minor or certificate provides a foundation of applied intercultural business knowledge with foreign language proficiencies. This undergraduate minor or certificate is open to anyone with interests in global business practices and a foreign language. In the College of Business, this minor or certificate is especially applicable to students seeking degrees in International Business and Hospitality and Tourism, though any student looking to work for an international company would benefit. This minor is of great value to those seeking degrees in the Dorothy F. Schmidt College of Arts and Letters by providing essential business communications knowledge to their language requirements. The certificate is available to any undergraduate student in an academic program, non-degree-seeking professionals who may have intercultural responsibilities, or other interested individuals.

Required Courses: 15-17 credits for the minor or 12-14 credits for the certificate (Minimum Grade “C”)

Course Title	Prefix & Number	Pre-requisites (Minimum Grade “C”)
Choose a foreign language: Italian French Japanese Spanish	Take two courses: ITA/ITW 2000+ FRE/FRW 2000+ JPN2000+ SPN/SPW2000+	Students with prior experience with any of these languages can take a placement test (Spanish or French only) or contact the Languages and Linguistics Dept. Students with no prior language experience would need to take two 1000 level courses (8 credits) before the 2000 level courses.
Choose ONE of the following: Bus. Comm.: Critical Analysis & App. Bus. Comm. for Data Analysts	Choose ONE : GEB3213 GEB3231	Declared in bus major or dept permission*; 60 credits Declared in Data Science major
Business Comm. Across Cultures	GEB4253	
AI Skills for Business Communications (minor only; not required for certificate)	GEB3234	

*Speak with COB advising if you are a non-business major declared in this minor and need to register for GEB3213, GEB4253, or GEB3234. COB cannot give permission for GEB3213 to students with fewer than 60 credits earned.

Additional Requirements

The **minor is open to all degree-seeking students** and allowed upon successful completion of the course work above and the simultaneous successful completion of a bachelor’s degree. For Business majors, a maximum of 3 credits used for the minor may count toward other Business major requirements. A minimum of two courses must be exclusive to the minor. A minimum of 9 credits for the minor must be taken at FAU.

The **certificate is open to all students**. College of Business certificates require 100% residency: all courses must be taken at FAU. All students must complete an application for certificate at the end of their second-to-last term at FAU in order for the certificate to be awarded. **Non-degree-seeking students** can [download the application for certificate](#) and e-mail the completed form to COBAdvising@fau.edu. **Degree-seeking students** must complete their application for certificate with an academic advisor during their application for degree preapproval meeting. For degree-seeking students, if all certificate courses were completed with or before the degree, then a certificate cannot be processed once the degree is awarded.

Students cannot obtain both the certificate and the minor.

Timely Graduation

Minors and certificates should be considered an optional direction for elective credits. Students may not add a minor or certificate without permission from a COB advisor (and main college advisor if different). Students are generally not permitted to add a minor/cert after earning 90 credit hours or if completing it will result in an Excess Hour Surcharge.

Maximum Course Attempts

FAU counts a “course attempt” as any time a student is enrolled in a course (at any institution) and earns either a grade or a “W”. FAU COB students may not attempt any course more than twice; **third attempts are not permitted**.

The FAU Catalog is the official source for information about these requirements.
<http://www.fau.edu/academic/registrar/FAUcatalog/>