

**Department of Languages and Culture Studies
UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE**

**Checklist for Completion of Requirements for the
CERTIFICATE IN BUSINESS SPANISH (CBS)**

STUDENT: _____

Name

Student I.D. Number

Tel. Number

MAJOR/S: _____

STUDENT MAILING ADDRESS: _____

STUDENT EMAIL ADDRESS: _____

FACULTY ADVISOR: _____

COURSES COMPLETED: The Certificate in Business Spanish consists minimally of five courses (15 credit hours), four (4) of which must be at the 3000-level or above. Three of the five courses **MUST BE SPAN 3220, SPAN 4120 and SPAN 4121.** 4000-level TRAN courses may also be included as part of the certificate. **NOTE:** In order to be awarded the CBS, each course that counts toward the CBS must be completed with at least a grade of B.

Course #	Course Title	Semester/Year	Grade
SPAN 3220	Spanish for Business and Intl. Trade	_____	_____
SPAN 4120	Advanced Business Spanish I	_____	_____
SPAN 4121	Advanced Business Spanish II	_____	_____
SPAN/TRAN _____	_____	_____	_____
SPAN/TRAN _____	_____	_____	_____

Students are strongly encouraged to study abroad in a Spanish-speaking country. They may also want to consider SPAN 4410, Professional Internship in Spanish, as a content-based course (business on the job) for credit toward the certificate.

STUDENT NAME (AS HE/SHE WISHES IT TO APPEAR ON THE CERTIFICATE) – PLEASE PRINT CLEARLY ON

LINE BELOW:

Approval for issue of Certificate in Business Spanish to the student: _____

Department Chair

DATE: _____