

AAIE EDUCATIONAL PROGRAMS

1. **FACULTY OF ARTS & HUMANITIES**

- General Arts & Humanities
- Social & Human Services Asst.
- Teaching Assistant
- Train-the-Trainer
- Volunteer Management

2. **FACULTY OF BUSINESS**

- Business Administration
- International Business Admin.
- Event Management
- Management of Non-Profit Org.

3. **FACULTY OF LANGUAGES & CULTURES**

- English As a Second Language
- ESL Teacher Training
- Multicultural Studies Specialist
- Translator & Interpreter Training
- Teacher of Foreign Languages
- Foreign Languages

4. **FACULTY OF HEALTH & MEDICINE**

- Activities Director
- Chiropractic Assistant
- Certified Health Coach
- Home Health Aide
- Homeopathic Medicine (HD)
- Medical Assistant
- Medical Case Management Specialist
- Naturopathic Medicine (ND)
- Physical Therapy
- Psychology
- Recreational Therapy
- Therapeutic Massage

Special Pre-Health Profession Program for High School / College Students

Interested in becoming a Doctor, Nurse, Dentist, Chiropractor, Physical Therapist, etc.

This 100-hour program is offered on Saturdays for 3-months (Jan./April/July & October). The cost for this 80-hours didactic plus 20-hour internship program is \$850 per person.



☎ 248-822-6000 or 586-573-7300
🌐 americanacademyedu.org
✉ info@americanacademyedu.org

AMERICAN ACADEMY OF INTERNATIONAL EDUCATION

YOUR SCHOOL OF LIFE-LONG LEARNING
41800 Hayes Rd • Clinton Twp., MI 48038



BUSINESS ADMINISTRATION

Certificate & Diploma Programs



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CURRICULUM & INFORMATION

BUSINESS ADMINISTRATION

Whether you are planning to open a new business, managing or operating a business, the fundamentals of management, finance, marketing, human resources & public relations basically remains the same. The Certificate & Diploma programs of the American Academy of International Education (AAIE) have been designed by successful business and academic professionals who have studied business administration at prestigious local and foreign universities. The program encompasses the traditional and non-traditional modern teaching methodologies, which are challenging, inspiring and developing your business acumen and critical thinking.

From the basics of setting-up a new small business, to the complexities of corporate laws, tax laws, human relations to public relations and marketing (domestic & international), to the concept of Six-Sigma, Kaizen, and Case-Studies – you will become an important part of the group which will learn business administration at a small, little-known institute, but at the same time, acquire the knowledge comparable to those graduating from Ivy League Colleges.

Competency Based accelerated programs, based on credit for previous studies, experience, research or examination, may allow you to complete the program in less time. **Most courses, including Continuing Education Programs, may be available on-campus, on-line or a combination thereof.**

American Academy of International Education offers more than 600 courses in 35+ exciting careers. Students have the option to take just one course from any prescribed curriculum or study for the whole program. We offer a unique 'Modular' curriculum, allowing our students and/or graduates to study or transfer to any other profession within our institution, without losing time and money, graduate and start your own business, or become employable in multiple careers.

New Classes begin in January, April, July & October on 3-month Trimester basis. Scholarships, Student Loan or Pay-As-You-Study programs are available. Classes are held during the day, evening or weekends for your convenience.

CERTIFICATE PROGRAM

Trimester 1-4 (1 Year) 14 Courses =
630 Clock Hours. Tuition: \$2,970.00

Trimester - 1

ENG-101	English Composition - 1	45
CUL-101	Multicultural Studies	45
PSY-101	Intro to Psychology	45

Trimester - 2

ENG-102	English Composition - 2	45
BUS-102	Introduction to Accounting	45
SOC-101	Introduction to Sociology	45
HIS-101	American History & Culture	45

Trimester - 3

BUS-103	Introduction to Marketing	45
BUS-105	Fundamentals of Management	45
CUL-101	Multicultural Studies	45
ECO-101	Introduction to Economics	45

Trimester - 4

BUS-107	Operating A Small Business	45
SPA-101	Spanish As A Second Language	45
MAT-101*	Math & Algebra* OR	45
*Optional	Substitute for another DII Course	

DIPLOMA PROGRAM

Trimester 1-8 (2 Years) 28 Courses =
1260 Clock Hours. Tuition: \$5,970.00

Trimester - 5

BUS-108	Effective Salesmanship	45
BUS-201	Marketing Management	45
BUS-211	Intro to International Business	45

Trimester - 6

PSY-210	Psychology In Business	45
BUS-217	Human Resources Management	45
BUS-218	Public Relations	45
BUS-219	Crisis & Conflict Management	45

Trimester - 7

BUS-104	Writing a Successful Business Plan	45
CUL-201	International Communications	45
BUS-208	Managing Teams	45
BUS-209	Organizational Theory	45

Trimester - 8

BUS-237	Budgeting & Financial Manag't	45
BUS-207	The Art of Public Speaking	45
ETH-101	Professional Ethics	45

The students are required to complete CPR & First Aid Course at their own expense before graduation.