

# FINANCIAL SERVICES REPRESENTATIVE

College of Rural and Community Development  
Bristol Bay Campus 907-842-5109  
Chukchi Campus 907-442-3400  
Interior Alaska Campus 907-474-5439  
Kuskokwim Campus 907-543-4500  
Northwest Campus 907-443-2201  
Community and Technical College 907-455-2800  
[www.ctc.uaf.edu/abus/](http://www.ctc.uaf.edu/abus/)

## Occupational Endorsement

Minimum Requirements for Occupational Endorsement: 15 credits

The financial services representative program provides education and training to qualify students for customer service and teller positions in banks, credit unions and other financial institutions. This 15-credit occupational endorsement may be earned in one semester and represents half the credits required for the applied business management certificate in finance. Upon completion of the course work, students may enroll in BA F253—Internship for an optional additional 1-3 credits and get practical work experience in a financial institution.

This program is open to students who can document a high school diploma or GED. To be hired in any financial institution, graduates must be able to pass credit and criminal background checks. Applicants must be 16 years old to be admitted.

## Occupational Endorsement Program

1. Complete the following admissions requirement: Be at least 16 years old by the first day of the semester in which you are admitted.
  2. Complete the general university requirements (page 86).
  3. Complete the occupational endorsement requirements (page 86).
  4. Complete the following\*:  
ABUS F233—Financial Management.....3  
ABUS F155—Business Math (3)  
or MATH F100-level or above (3) .....3  
ABUS F154—Human Relations (3)  
or ABUS F175—Customer Service (3).....3
  5. Complete 6 credits from the following:  
ABUS F160—Principles of Banking .....3  
ABUS F161—Personal and Business Finance .....3  
ABUS F234—Introduction to Investing .....3
  6. Minimum credits required .....15
- \* Students must earn a C- grade or better in each course.