



Business Certificate FlexPace™ Frequently Asked Questions

1. What type of student is the Business FlexPace™ certificate designed for?

The ideal student is the individual who works full time, cannot attend traditional classes; wants to advance their career or change positions, and is motivated, disciplined, and self-starter. This certificate is designed for the working adult. The program is set up in a cohort model so you will be with the same group of learners throughout the program.

2. What if I only want to take some of the classes in the Business Certificate FlexPace™ program?

Those with previous college credit are able to take the Business Certificate FlexPace™ program, however, to earn the certificate, you must take at least 12 credits must be taken at Riverland. If you have taken a course in the sequence, you would stop out for the duration of that course. You also have the option to take a College Level Examination Program (CLEP) test for any of the exams available through CLEP. If you take and successfully pass a CLEP test, you will receive credit for the course and you will not need to take that class in the series.

3. I see that this is an online program and I have never taken an online class before. How will I know what to do?

The very first course in the series of courses is BUSA1002, Introduction to Online Learning. In this class, you will learn how to be an online learner and how to use the tools you will need to be successful in an online environment.

4. How do I know which classes to take?

The list of courses for each semester is listed on the FlexPace™ web page, under the Course List tab. Students will register for all semester courses at the same time.

5. How long does each class last?

Typically, 3-credit classes are scheduled for 5 or 6 weeks, 4 credit classes for 7 or 8 weeks, and the 1-credit class for 4 weeks.

6. How much time should I expect to spend studying and doing homework each week?

While each student is unique, counselors advise students that they should expect to spend about 24 hours per week for a six-week class. In reviewing data for the current FlexPace™ students, the average the average is about 18 hours per week. Your time spent will be based on your study skills, previous knowledge, and how quickly you master the material.

7. What kind of grades do I need to be successful in this program?

This is a mastery-based program, so as soon as you demonstrate mastery at 70 percent (C) or higher on an activity, you can move on. If you score below that, you will be directed to alternate material and activities. You must achieve mastery to move ahead in each class.

Riverland Community College students must maintain a 2.0 cumulative grade point average and successfully complete 67 percent of all credits attempted to remain in good academic standing. Students need to maintain satisfactory progress or remain in good academic standing to register for classes and receive financial aid.

8. After completing the Business Certificate, what if I want to pursue a two-year or four-year degree?

All classes in the Business Certificate FlexPace™ program fulfill required areas in the Associate in Science (AS) Business Transfer Pathway degree. This degree is offered in the FlexPace™ format for learners that want to continue. Learners that want to continue to a four year degree in the FlexPace™ format will now be able to transfer MSU Mankato, however; the AS Business Transfer Pathway degree is also transferable to other four year institutions.

9. What if I have other college credits?

If you are interested in pursuing an AS Business Transfer Pathway Degree after completing the Business Certificate, your prior credits from other institutions will be evaluated when you add the AS Business Transfer Pathway degree major.

10. Does my employer offer tuition reimbursement?

We would recommend that you check with your employer to see if this benefit is available at your workplace.

11. How do I begin the admission process?

Access the Business Certificate FlexPace™ Advising Guide and complete the “Steps to Enroll.” Just a note that the cohorts are limited to 24 students, so it is a good idea to enroll as soon as possible to ensure your place in the cohort.

12. I’ve been accepted and how do I know what books I need for my classes and where do I obtain these books?

Prior to the start of a semester, textbooks are identified on the College website under Bookstore. You may order your books online and have them shipped or you can pick up your books at Albert Lea, Austin, or Owatonna.