PROFESSIONAL SEQUENCE IN
Facilities Management

The Professional Sequence in Facilities Management provides the knowledge, tools and skills needed for successful facilities management, along with a thorough understanding of and practical experience in the critical business decision-making process of the facility manager.

4 Required Courses, 8 Semester Units, 120 Hours of Instruction

**Introduction to Facilities Management**  ARCH X420 (2 semester units)
Understand the knowledge and skills needed for facilities management, including the decision-making processes and functions of a facilities manager.

**Facilities Construction and Project Management**  ARCH X420.2 (2 semester units)
Examine the function of the project manager, and gain an understanding of the planning, scheduling, administration and control of facilities construction.

**Facilities Management: Operations and Maintenance**  ARCH X420.1 (2 semester units)
Gain an overview of the skills and methods facilities managers use in areas such as budgeting, staffing, alterations and building-systems operations.

**Facilities Management: Strategic Planning Leadership and the Organization**  ARCH X420.3 (2 semester units)
Develop an understanding of a facilities department’s organization and management, the strategic planning process and how a facilities department achieves organizational goals.

Course availability is subject to change.

Learn more at extension.berkeley.edu/spos/facmgmt.html

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Prerequisites for Admission
There are no prerequisites for the Professional Sequence in Facilities Management.

Curriculum and Completion Requirements
The curriculum comprises 4 required courses for a total of 8 semester units (120 hours of instruction). Candidates must pay a nonrefundable program registration fee.

All courses must be taken for a letter grade. To receive the Award of Completion, you must maintain an overall minimum 2.5 grade point average, with a grade of C or better (no C– grades) in each course.

All coursework must be completed within three years of registering for the program. However, requirements may be updated based on new developments in the field of study; we recommend completing the curriculum in a timely fashion.

How to Register for This Specialized Program of Study
Register for the Professional Sequence in Facilities Management at extension.berkeley.edu/cert/register.html. Click on the More Information button next to the program title to begin the registration process. Complete your student account profile if you are new student, and pay the nonrefundable program fee.

You may enroll in individual courses without registering for the Professional Sequence in Facilities Management.

Value of a UC Berkeley Extension Specialized Program of Study
As the continuing education arm of the University of California, Berkeley, UC Berkeley Extension is a respected provider of adult and professional education. Fulfilling the requirements for a UC Berkeley Extension specialized program of study reflects the successful completion of a high-caliber, in-depth sequence of courses.

Learn More
For additional information about the Professional Sequence in Facilities Management, visit extension.berkeley.edu/spos/facmgmt.html, email extension-techeng@berkeley.edu or call (510) 642-4151.