BUSINESS ADMINISTRATION:
Microcomputer Applications Specialist
Certificate

Name _____   Banner ID No._____

Address _____   Program Entry Date _____

_____   Advisor _____

PLACEMENT ASSESSMENT

DS091 ☐   DS095 ☐   DS010 ☐   DS011 ☐   DS050 ☐   DS099 ☐   EN100R ☐

PROGRAM REQUIREMENTS

Semester Taken	Grade	Course Number	Course Title	Credits
		EN100R	Introduction to College Writing	3
		OR		
		EN101	Composition	
		BOT102	Keyboarding I	3
		CS105	Introduction To Computer Applications	4
		CS120	Operating Systems	3
		BOT218	Word Processing Software Packages	3
		CS203	Introduction To Spreadsheets	3
		CS205	Database Management	3
		Elective	Computer Science[1]	3-4
			Total	25-26

Think about a second certificate in Microcomputer Repair Technician or think about transferring these courses to an associate degree in Business Administration: Data Processing (new title: Computer Information Systems).

[1] Elective Must be chosen from CS102, CS112, CS230 and others with the permission of the program advisor.

5/17/99
Change in Name and Courses, footnote[1] added   FALL 2002