

Software Applications Specialist Career Studies Certificate

Program Coordinator:

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ITN 15 or ITE 119	Intro. To Computer Applications & Concepts or Information Literacy	3
AST 141	Word Processing I	3
ITE 140	Spreadsheet Software	3
ITE 150	Desktop Database Software	4
ITE 182	User Support/Help Desk Principles	3
Total Credits		16

Total minimum credits for Career Studies Certificate 16



Students who complete ITE 140 are eligible to test for Microsoft Office Specialist (MOS) Excel 2016 Certification. Students who complete ITE 150 are eligible to test for Microsoft Office Specialist (MOS) Access 2016 Certification.

- Students who complete ITE 115 or ITE 119 are eligible to test for Microsoft Office Specialist (MOS) Word 2016 & Powerpoint 2016 Certification.