

BUSINESS AND COMPUTER TECHNOLOGY CERTIFICATE PROGRAMS

Current certificate programs include:

Accounting Clerk Certificate CB.ACC ACC 101/111, ACC 102/112, ACC 120, ACC 150, ACC 240/CPT 174; BUS 121, 140; CPT 101/114.	24 credits
Advanced Bookkeeping Certificate CB.ABK ACC 101, 102, 116, 117, 120, 150, BUS 140, CPT 174	24 credits
Data Processing Clerk Certificate CCT.DPC ACC 101/111, 102/112, CPT 114, 172, 174. Electives, ENG 101/155, HSS 205, MAT 110/122	30 credits
Management and Supervision CB.MGT ACC 101/111; BUS 140; CPT 101; MGT 101, MGT 110/255, MGT120/150, 201; PSY 103.	24 credits:
Microcomputer Accounting Certificate CB.MCA ACC 101/111, ACC 102/112, ACC 120, ACC 150, 230, 240; BUS 140; CPT 114, 172, 174; ENG 101/155; CPT Elective.	36 credits
WEB Page Development CCT.WPD CPT 114, 168, 212; IST 220, 226, 228, 237, 238; ENG 155/101; MAT 155/110.	30 credits