

**Second Semester**

CPT 282	Information Systems Security	3	
IST 161	Introduction to Network Administration	3	
IST 166	Network Fundamentals	3	
	<b>Total 9</b>		

**Third Semester**

IST 190	Linux Essentials	3	
IST 293	IT and Data Assurance I	3	
IST 294	IT and Data Assurance II	3	
	<b>Total 9</b>		

## Professional Accountancy

**Certificate in Applied Science**

**Credit Requirements: 27 Semester Credit Hours**

This certificate is designed for the nontraditional market not currently being served by the associate degree in accounting. For example, some individuals may need 24 or more accounting hours to advance in civil service or private business accounting positions.

Admission into this program requires proof of high school graduation (or GED) and qualifying scores on SAT, ACT or the TTC placement test. Additionally, you should be able to demonstrate proficiency in accounting principles.

**Recommended Sequence of Courses**

**First Semester**

ACC 201	Intermediate Accounting I	3	
ACC 124	Individual Tax Procedure	3	
ACC 265	Not-for-Profit Accounting	3	
	<b>Total 9</b>		

**Second Semester**

ACC 202	Intermediate Accounting II	3	
ACC 221	Corporate Taxation	3	
ACC 260	Auditing	3	
	<b>Total 9</b>		

**Third Semester**

ACC 203	Intermediate Accounting III	3	
ACC 226	Tax Audit and Research	3	
ACC 245	Accounting Applications	3	
	<b>Total 9</b>		

## Small Business/ Entrepreneurship

**Certificate in Applied Science**

**Credit Requirements: 24 Semester Credit Hours**

This certificate offers students the opportunity to focus on entrepreneurial aspects of business. Instructional topics include evaluation, planning, communication, supervision and business database management. The certificate also gives students the foundation to successfully venture into the 21st century in a small business environment.

Admission into this program requires proof of high school graduation (or GED) and qualifying scores on SAT, ACT or the TTC placement test.

**Recommended Sequence of Courses**

**First Semester – Fall**

BUS 112	Service Management Systems	3	
CPT 220	e-Commerce	3	
MGT 120	Small Business Management	3	
	<b>Total 9</b>		

**Second Semester – Spring**

MGT 121	Small Business Operations	3	
MGT 210	Employee Selection and Retention	3	
MGT 250	Situational Supervision	3	
	<b>Total 9</b>		

**Third Semester – Summer**

MKT 130	Customer Services Principles	3	
MKT 240	Advertising	3	
	<b>Total 6</b>		

## Transportation and Logistics

**Certificate in Applied Science**

**Credit Requirements: 24 Semester Credit Hours**

This certificate program provides students with an academic foundation in several areas: transportation, logistics, warehousing, export/import, shipping and commercial motor carrier. Students who complete this certificate have potential for employment as a dispatcher, operations specialist, and shipping and receiving and warehouse specialist. This certificate may be applied to the Transportation and Logistics career path.