

Third Semester

IST 164	Implementing Windows Network Infrastructure Services	3
IST 259	Electronic Messaging	3
IST 263	Designing Windows Network Security	3
		Total 9

Network Security

Certificate in Applied Science

Credit Requirements: 24 Semester Credit Hours

This program is designed for individuals who have experience or training in network operations. This program prepares you for network security specialist jobs. It is ideal if you are employed or are pursuing employment in a business that uses a LAN and WAN environment to accomplish its business objectives. This program presents the knowledge and skills needed to use the Internet as a secure link between corporate and partner LANs. It is designed to help you prepare for a number of certification examinations including CompTIA: Security+ and Microsoft: Designing Security for a Microsoft Windows Network.

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

CPT 102	Basic Computer Concepts	3
IST 220	Data Communications	3
		Total 6

Second Semester

IST 161	Introduction to Network Administration	3
IST 165	Implementing and Administering Windows Directory Services	3
IST 166	Network Fundamentals	3
		Total 9

Third Semester

IST 263	Designing Windows Network Security	3
IST 293	IT and Data Assurance I	3
IST 294	IT and Data Assurance II	3
		Total 9

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
		Total 9

Second Semester

ACC 202	Intermediate Accounting II	3
ACC 221	Corporate Taxation	3
ACC 260	Auditing	3
		Total 9

Third Semester

ACC 203	Intermediate Accounting III	3
ACC 226	Tax Audit and Research	3
ACC 245	Accounting Applications	3
		Total 9

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

Total 9

Second Semester – Spring

CPT 174	Microcomputer Spreadsheets	3
MGT 210	Employee Selection and Retention	3
MGT 250	Situational Supervision	3

Total 9

Third Semester – Summer

MKT 130	Customer Services Principles	3
MKT 240	Advertising	3

Total 6

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, customer service management, 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.

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

TRL 101	Introduction to Transportation	3
TRL 102	Customer Service Management	3
TRL 103	Logistics Management	3

Total 9

Second Semester – Spring

MMT 110	Inventory Management	3
TRL 104	Transportation Administration	3
TRL 105	Warehousing	3

Total 9

Third Semester – Summer

TRL 106	Export/Import	3
TRL 107	Commercial Motor Carrier	3

Total 6

UNIX Systems Operations

Certificate in Applied Science

Credit Requirements: 18 Semester Credit Hours

This program prepares you for computer network operations specialist jobs. It is ideal if you are employed in a business that uses the UNIX operating system in a LAN or WAN 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

CPT 102	Basic Computer Concepts	3
IST 220	Data Communications	3

Total 6

Second Semester

IST 166	Network Fundamentals	3
IST 190	Linux Essentials	3

Total 6

Third Semester

IST 191	Linux System Administration	3
IST 192	Linux Network Applications	3

Total 6