Recommended Sequence of Courses

First Semester
- ACC 111 Accounting Concepts 3
- ACC 150 Payroll Accounting 3
- CPT 101 Introduction to Computers 3
- ENG 101 English Composition I 3

Total 12

Second Semester
- ACC 102 Accounting Principles II 3
- ACC 112 Organizational Accounting 3
- ACC 124 Individual Tax Procedures 3
- ACC 240 Computerized Accounting 3
- ACC 245 Accounting Applications 3

Total 15

Business Information Systems

Certificate in Applied Science
Credit Requirements: 24 Semester Credit Hours

This certificate program provides a broad overview of software, database management and application packages. Emphasis is placed on information systems used in the business environment. Students gain general competency in using microcomputers for management and decision making.

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
- CPT 102 Basic Computer Concepts 3
- CPT 172 Microcomputer Database 3
- CPT 179 Microcomputer Word Processing 3

Total 9

Second Semester – Spring
- CPT 174 Microcomputer Spreadsheets 3
- BUS 210 Introduction to e-Commerce in Business 3
- MGT 230 Managing Information Resources 3

Total 9

Third Semester – Summer
- CPT 270 Advanced Microcomputer Applications 3
- MGT 240 Management Decision Making 3

Total 6

Cisco Certified Network Associate

Certificate in Applied Science
Credit Requirements: 15 Semester Credit Hours

This program is delivered by TTC in its role as a Cisco Networking Academy and prepares students for entry-level jobs in companies with TCP/IP networks. Students learn the fundamentals of networking and internetworking, basic router and switch configuration, and troubleshooting in a diverse learning environment that includes instructor-led, web-based and hands-on lab settings.

Admission into this program requires proof of high school graduation (or GED) and qualifying scores on SAT, ACT or the TTC placement test. The program qualifies students to pursue a number of industry-standard certifications, including the Cisco Certified Entry Network Technician (CCENT) and Cisco Certified Network Associate (CCNA).

Recommended Sequence of Courses

First Semester
- IST 201 Cisco Internetworking Concepts 3
- IST 202 Cisco Router Configuration 3
- IST 220 Data Communications 3

Total 9

Second Semester
- IST 203 Advanced Cisco Router Configuration 3
- IST 204 Cisco Troubleshooting 3

Total 6

CompTIA Systems Specialist

Certificate in Applied Science
Credit Requirements: 24 Semester Credit Hours

This program teaches students to properly install, configure, upgrade, troubleshoot and repair microcomputer hardware. Students also learn basic installation and troubleshooting knowledge of DOS/Windows. Basic knowledge of networking technology and practices is covered. This program helps prepare students for the Comp TIA Security+, A+, Network+ and Linux+ certification exams.

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