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 CompTIA 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.
Recommended Sequence of Courses

First Semester
CPT 102  Basic Computer Concepts  3
CPT 209  Computer Systems Management  3
CPT 210  Computer Resource Management  3
IST 220  Data Communications  3

Second Semester
IST 161  Introduction to Network Administration  3
IST 166  Network Fundamentals  3
IST 190  Linux Essentials  3
IST 293  IT and Data Assurance I  3

Total 12

Database Administrator

Certificate in Applied Science
Credit Requirements: 18 Semester Credit Hours

This certificate prepares students for employment with companies looking for database professionals. Starting with a basic computer class, students progress course by course to a skill level where they can work in any database environment. The curriculum uses both MS Access and SQL Server to teach students how to design, build, manipulate and maintain business database management systems.

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
CPT 114  Computers and Programming  3
or
CPT 167  Introduction to Programming Logic  3
CPT 172  Microcomputer Database  3

Total 9

Second Semester
CPT 242  Database  3

Total 3

Third Semester
IST 272  Relational Database  3
IST 274  Database Administration  3

Total 6

Enterprise Network Administrator

Certificate in Applied Science
Credit Requirements: 27 Semester Credit Hours

This program prepares you for network technician jobs. It is designed for students who are employed in businesses that use or plan to use a computer network and need on-site primary support.