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 161 Introduction to Network Administration 3
- IST 165 Implementing and Administering Windows Directory Services 3
- IST 190 Linux Essentials 3
- IST 220 Data Communications 3

Total 15

**Second Semester**
- IST 164 Implementing Windows Network Infrastructure Services 3
- IST 166 Network Fundamentals 3
- IST 191 Linux System Administration 3
- IST 253 LAN Service and Support 3

Total 12

### International Business

**Certificate in Applied Science**

**Credit Requirements:** 26 Semester Credit Hours

This certificate develops the basic skills necessary to enter the international business environment. The certificate includes studies in the areas of international business, marketing and management. Students are exposed to the power of the internet along with cultural and political issues within the international business community. Students also study a foreign language(s) as a foundation to understanding the social and communication issues within that 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 250 Introduction to International Business 3
- CPT 220 e-Commerce 3
- ECO 207 International Economics 3

Total 9

**Second Semester – Spring**
- BUS 220 Business Ethics 3
- FSC 220 Introduction to International Relations 3
- ELE FLG1 Select a foreign language elective 4

Total 10

**Third Semester – Summer**
- BUS 176 International Marketing 3
- ELE FLG1 Select a foreign language elective 4

Total 7

**ELE FLG1/Foreign Language Electives**
- FRE 101 Elementary French I 4
- FRE 102 Elementary French II 4
- GER 101 Elementary German I 4
- GER 102 Elementary German II 4
- SPA 101 Elementary Spanish I 4
- SPA 102 Elementary Spanish II 4

### Internet Programming

**Certificate in Applied Science**

**Credit Requirements:** 21 Semester Credit Hours

This certificate program prepares students for employment with companies looking for internet programming professionals. Starting with a basic computer class, students progress course by course to a skill level where they can work in any internet programming environment. The curriculum uses many of the current programming languages to teach students how to design, build, manipulate and maintain business websites.

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 162 Introduction to Web Page Publishing 3
- CPT 114 Computers and Programming 3
  or
- CPT 167 Introduction to Programming Logic 3

Total 9

**Second Semester**
- CPT 262 Advanced Web Page Publishing 3
- IST 239 Datum and JavaScript 3

Total 6
Leadership Development

Certificate in Applied Science

Credit Requirements: 24 Semester Credit Hours

This certificate program provides you with the necessary skills to succeed in the competitive workplace of the 21st century. Studies in leadership, supervision, business technology and decision-making augment the traditional skills required in business and industry.

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 220 Business Ethics 3
- MGT 101 Principles of Management 3
- MGT 235 Production Management 3

Total 9

Second Semester – Spring
- MGT 210 Employee Selection and Retention 3
- MGT 250 Situational Supervision 3
- MGT 255 Organizational Behavior 3

Total 9

Third Semester – Summer
- MGT 240 Management Decision Making 3
- MGT 270 Managerial Communication 3

Total 6

Medical Office Specialist

Certificate in Applied Science

Credit Requirements: 29 Semester Credit Hours

The Medical Office Specialist program prepares you for front office work in a physician’s office. Courses cover medical vocabulary, document production and office procedures.

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
- AHS 104 Medical Vocabulary/Anatomy 3
- AOT 110 Document Formatting 3
- AOT 134 Office Communications 3
- AOT 161 Records Management 3
- CPT 179 Microcomputer Word Processing 3

Total 15

Second Semester
- AHS 105 Medical Ethics and Law 2
- AOT 252 Medical Systems and Procedures 3
- CPT 174 Microcomputer Spreadsheets 3
- AOT 256 Office Management Skills 3
- CPT 290 Microcomputer Multimedia Concepts and Applications 3

Total 14

Linux Systems Administration

Certificate in Applied Science

Credit Requirements: 21 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 190 Linux Essentials 3
- IST 220 Data Communications 3

Total 9

Second Semester
- IST 166 Network Fundamentals 3
- IST 191 Linux System Administration 3

Total 6

Third Semester
- IST 192 Linux Network Applications 3
- IST 193 Linux Security Administration 3

Total 6

For updated catalog, visit www.tridenttech.edu.