



**PC APPLICATION SPECIALIST CERTIFICATE  
2009-10**

**General Information:**

1. Degree Policies and Procedures are in the Catalog online at [www.CCAurora.edu](http://www.CCAurora.edu).
2. If you plan on transferring to another institution, contact an advisor before registering.
3. You must apply for graduation by mid-semester prior to your final term. See Semester of Classes for the exact deadline date.

**This certificate program prepares students for a career as a microcomputer specialist with an emphasis in application software, integration, and application programming.**

**Certificate Requirements – (11 credits)**

	CIS 118 Introduction to PC Applications	3 cr.
	CIS 161 Presentation Graphics I	1 cr.
	CIS 128 PC Windows Complete	3 cr.
	CIS 218 Advanced PC Applications (Office)	3 cr.
	CIS 162 Presentation Graphics II	1 cr.

**Certificate Electives – (5 credits)**

**Choose from approved general education and/or computer courses**

- \_\_\_\_\_ Total Certificate Requirements – 11 credits
- \_\_\_\_\_ Total Electives – 5 credits
- \_\_\_\_\_ Total Required – 16

**PC APPLICATION SPECIALIST CERTIFICATE,  
TOTAL CREDITS 16**

**For Further Information:**  
**Contact: Constance Seiden, Coordinator, Programming**  
**(303) 340-7232**  
[Constance.Seiden@ccaaurora.edu](mailto:Constance.Seiden@ccaaurora.edu)