PLAN OF STUDY FORM - 2000/2001

THAMES VALLEY CAMPUS - TRCTC

COMPUTER APPLICATIONS – KJ98
CERTIFICATE PROGRAM
CREDITS REQUIRED - 30

NAME:_____
First   Last

STUDENT ID#_____

Advanced Credits:
     Transfer Credits   _____
     #CLEP/DANTES   _____
     #Credit by Exam   _____
     #APL Credits   _____
     #Military credits   _____

Name(s) of transfer college(s) _____

_____

_____

DEPT & NO.	TITLE OF COURSE	CREDITS	PLANNED	COMPLETED
SEMESTER I				
ACC K111*	Financial Accounting I	4	_____	_____
CSC K1175	Introduction to Computer Applications	3	_____	_____
ENG K111*	College Composition	3	_____	_____
MAT K106*	Business Applications	3	_____	_____
_____	Open Elective	3	_____	_____
SEMESTER II				
CSC K1224*	Data Communications I	4	_____	_____
CSC K1230*	HTML and Web Site Development	4	_____	_____
ENG K225*	Writing in the Workplace (Technical Writing)	3	_____	_____
ENG K129*	Desktop Publishing	3	_____	_____

* Course has a prerequisite. Students should check course description in the catalog or semester class schedule.

DEVELOPMENTAL COURSES COMPLETED:

Writing Workshop _____

Effective Reading _____

Basic Math Skills _____

Other _____

PLAN OF STUDY REVIEWED BY:

_____
Advisor   Date

_____
Student   Date

Graduation Audit Completed by:

_____
Signature   Date