

# Recommended Academic Plan for Computer Applications

Certificate  
of  
Specialization



This plan is a suggested semester-by-semester plan. It is designed to keep you on track for a timely graduation. This plan is not a substitute for academic advising. Contact an advisor for further information regarding placement based on ACT/SAT or COMPASS exam scores, scheduling, degree requirements, and graduation requirements.

Semester 1				
Course	Credits	Prerequisite	Milestone/Notes	Completed
IS:102 Keyboarding and Formatting	3			
IS:116 Computer Literacy	3	Reading Proficiency		
IS:122 Windows	3	Reading Proficiency		
<b>Subtotal</b>	<b>9</b>			

Semester 2				
Course	Credits	Prerequisite	Milestone/Notes	Completed
IS:136 Internet Fundamentals	1	IS:123 and reading proficiency	Apply for graduation	
IS:151 Computer Applications in Business	4	IS:123 and reading proficiency		
IS:139 Web Publishing	3	Reading Proficiency		
IS:165 Computer Applications – Microsoft Project	1	Reading Proficiency		
<b>Subtotal</b>	<b>9</b>			

**Total Hours in the Program: 18**

\*See Catalog for classes that will fulfill the elective requirements [stlcc.edu/Admissions\\_and\\_Registration/Course\\_Catalog.html](http://stlcc.edu/Admissions_and_Registration/Course_Catalog.html) or the Computer Applications web page..[stlcc.edu/Programs/Computer\\_Applications/index.html](http://stlcc.edu/Programs/Computer_Applications/index.html)

**Maximize your transfer credits/classes by meeting with an academic advisor.**

## Computer Applications CS Quick Checklist

Courses	Credit Hours	Notes
<b>Required Courses</b>		
IS:102 Keyboarding and Formatting		
IS:116 Computer Literacy		
IS:122 Windows		
IS:136 Internet Fundamentals		
IS:151 Computer Applications in Business		
IS:139 Web Publishing		
IS:165 Computer Applications – Microsoft Project		
<b>APPLICATIONS ELECTIVES</b>		
<b>ELECTIVES CHOOSE 3 CREDITS FROM THE FOLOWING: IS:126, 129, 156, 157, 161, or 214</b>		

For more information, please see [stlcc.edu/Programs/Degrees](http://stlcc.edu/Programs/Degrees) or consult the College Catalog at [stlcc.edu/Admissions\\_and\\_Registration/Course\\_Catalog.html](http://stlcc.edu/Admissions_and_Registration/Course_Catalog.html)

### Advisor Contact Information

Name  
Phone  
Email