Information Technology Certificate (CEIT)

Catalog: 2016-2017					Effective Date: 9/01/2016				
CR	**COURSE**	**COURSE TITLE**	**SUNY GEN ED**	**TR**	**SEMESTER**				
1-4	HRD 100, HRD 100A or HRD 110	FRESHMAN EXPERIENCE							
3	ENG 101 or ENG 100A & B	*Introduction to College Writing* or *Writing Reading Workshop A/B*	GEBC						
3	ECO 101	*Introduction to Personal Economics*							
3	CIS 111	*Computers and Applications*							
3	CIS 122 (Prereq Required)	*Introduction to Internet Development*							
3	CIS 125 (Prereq Required)	*Office Productivity Software*							
	Choose one Focus Area:								
	End User Support								
3	CIS 120 (Prereq Required)	*PC Hardware Fundamentals*							
3	CIS 123 (Spring only - Prereq Required)	*PC Software Fundamentals*							
3	CIS 219 (Spring only – Prereq and Coreq Required)	*End User Support*							
4	MAT 127 (Prereq Required)	*Introductory Statistics with Probability*	GEMA						
3	CIS 131, CIS 126 (Spring only) or CIS 211	*Introduction to Networking, Advanced PC Applications* or *Information Security*							
	Business Management								
4	BUS 146 or BUS 146 A & B	*Financial Accounting*							
4	BUS 147 (Prereq Required)	*Management Accounting*							
3	MAT 121 (Prereq Required) or MAT 127 (Prereq Required)	*Pre-calculus: Algebra* or *Introductory Statistics with Probability*	GEMA						
3	BUS 102 or BUS 103	*Principles of Management* or *Principles of Marketing*							
30	**Minimum credits required for graduation**								

Note: Please review the back of this form for additional information.

❖ COURSE PREREQUISITES:			
CIS 120	Familiarity with using a PC, keyboard, and mouse in a Windows environment	**CIS 150**	CIS 143
CIS 122	Familiarity using a Windows-based PC, file management techniques and a word processor	**CIS 211**	CIS 111 or CIS 131
CIS 123	CIS 120	**CIS 219**	CIS 120
CIS 125	Familiarity with using a PC, keyboard, mouse and file management (creating folders and copying and pasting files into folders) in a Windows environment	**BUS 147**	BUS 146 (or 146 A) with C or better <u>and</u> CIS 119, 125 or 150 <u>or</u> permission of instructor
CIS 126	CIS 125 or CIS 150	**MAT 121**	MAT 108 with a grade of C or better within 4 years or equivalent
		MAT 127	MAT 096 within 4 years and 21 passed credits <u>or</u> MAT 097 within 4 years and 21 earned credits <u>or</u> MAT 108
❖ COURSE COREQUISITES:			
CIS 219	CIS 123 and MAT 127		

❖ RECOMMENDED SEQUENCE:	END USER SUPPORT FOCUS AREA		
FIRST YEAR			
First Semester		**Second Semester**	
1-4	HRD 100, HRD 100A or HRD 110	3	CIS 122
3	ENG 101 or ENG 100 A & B	3	CIS 123
3	ECO 101	3	CIS 131, CIS 126 or CIS 211
3	CIS 111	3	CIS 219
3	CIS 120	4	MAT 127
3	CIS 125		

❖ RECOMMENDED SEQUENCE:	BUSINESS MANAGEMENT FOCUS AREA		
FIRST YEAR			
First Semester		**Second Semester**	
1-4	HRD 100, HRD 100A or HRD 110	3	CIS 122
3	ENG 101 or ENG 100 A & B	3-4	MAT 121 or MAT 127
4	BUS 146	4	BUS 147
3	CIS 111	3	BUS 102 or BUS 103
3	CIS 125		
3	ECO 101		

❖ **DEFINITION OF COURSE REQUIREMENTS:** See http://catalog.sunyacc.edu/academics/degreerequirements

❖ **FINANCIAL AID RECIPIENTS:** A student **must** choose courses that are within their degree program. Students are encouraged to visit the Center for Student Success in Warren Hall for any questions about course selection and degree program requirements. Please visit the Office of Financial Aid for any aid-related questions.

❖ **SUNY GEN ED KNOWLEDGE AREAS:** See http://catalog.sunyacc.edu/academics/generaleducation
  - ❖ Mathematics (GEMA)
  - ❖ Natural Sciences (GENS)
  - ❖ Social Sciences (GESS)
  - ❖ American History (GEAH)
  - ❖ Western Civilization (GEWC)
  - ❖ Other World Civilization (GEOC)
  - ❖ Humanities (GEHU)
  - ❖ The Arts (GETA)
  - ❖ Foreign Languages (GEFL)
  - ❖ Basic Communication (GEBC)