

# **Computer Information Systems**

# **Certificate of Applied Science (CAS)**



#### Advising Check Sheet, 2017-18 Catalog

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**Program Requirements** Name: Credits......36 The CAS focuses on employment skills to prepare you for your career in a selected field. However, rather than taking the full spectrum of general education courses required to earn the Associate of Applied Science (AAS) degree, the CAS requires a specified minimum number of credits in your area of subject specialization and just six pre-determined units of general education.

### **Suggested Semester Plan of Study**

(complete your certificate in three semesters)

Semester 1	Credits	Semester 1	Credits
CIS 105*	3	ENL 101	3
MAT 112	3	CIS 111*	3
CIS 150	3	CIS 141	3
CIS 161	3	CIS 171	3
Semester 3	Credits	Semester 4	Credits
CIS 142*	3	CIS 125	3
CIS 245*	3	CIS 280*	3

<sup>\*</sup>Courses may have a pre-requisite, please see an adviser.

## **Your Semester Plan of Study**

Semester 1	Credits	Semester 2	Credits
Semester 3	Credits	Semester 4	Credits
Semester 5	Credits	Semester 6	Credits

Total Estimated Program Cost	Cost
Tuition	\$2592.00
Fees	\$400-\$500
Books	\$ 2,400.00 - \$3,500.00
TOTAL:	\$7,280.00 - \$8,480.00

<sup>\*</sup>Tuition, fees and books subject to change without notice. Estimate for 2015-16 and 2016-17 academic years.

**General Education Courses 6 Credits** Areas **Courses** English/Com. (Each course is worth 3 credits) Required: ☐ ENL 101 College Composition I 3-Credits Complete □ Math (Each course is worth 3 credits unless noted) Required: ☐ BUS 133 Business Mathematics MAT 101 Basic Technical Math 3-Credits MAT 103 Business Mathematics Complete □ ☐ MAT 109 Algebra I: Introductory ☐ MAT 112 Algebra II: Intermediate MAT 125 Introduction to Statistics MAT 142 College Math with Con App ☐ MAT 152 Advanced Algebra ☐ MAT 161 Algebra Based Math EE I MAT 162 Algebra Based Math EE II MAT 189 Pre-Calculus Algebra/Trig MAT 211 Technical Calculus (4 credits) П MAT 221 Calculus I (4 credits) MAT 231 Calculus II (4 credits) MAT 241 Calculus III (4 credits) **Core Courses 30 Credits** Core (Each course is worth 3 credits unless noted) Courses ☐ CIS 105 Computer Applications and Information Technology CIS 111 Introduction to Programming Required CIS 125 Effective Communication with Digital Media 30-credits CIS 141 Managing and Maintaining Your PC I (A+) Complete CIS 142 Managing and Maintaining Your PC II (A+) CIS 150 Digital Culture CIS 161 Microsoft Operating Systems CIS 171 GNU Linux Operating System ☐ CIS 245 Database Management and Concepts CIS 280 Systems Analysis and Design

Total Credits

If you are a student with a disability and need accommodations, please contact the Disability Resource and Access office located at the White Mountain Campus. The coordinator, Sandy Manor, travels to all NPC campuses and centers. An appointment can be scheduled to meet with her by calling: (800) 266-7845, ext. 6178.

#### **Important Dates to Remember:**

#### Fall 2017 Semester:

April 10 Schedule available online. April 15 FAFSA priority deadline.

April 21 Veterans Priority Registration Day.

April 24 Registration begins at 7:30 a.m.

July 28 Last day for schedule changes for FAFSA.

August 4 Financial Aid award available to students.

August 21 Fall semester begins.

September 1 Last day to withdraw without a "W" on transcript.

October 3 Fall Graduation Application deadline.

#### Spring 2018 Semester:

October 15 FAFSA Priority Deadline. November 13 Schedule available online.

November 20 Veterans Priority Registration Day.

November 27 Registration begins at 7:30 a.m.

December 15 Last day for schedule changes for FAFSA.

December 22 Financial Aid award available to students.

January 16 Spring semester begins.

January 29 Last day to withdraw without a "W" on transcript.

February 20 Spring Graduation Application deadline.

#### Summer 2018 Semester:

March 13 Schedule available online.
March 15 FAFSA Priority Deadline.

March 23 Veteran Priority Registration Day.
March 26 Registration begins at 7:30 a.m.
June 4 Summer semester begins

June 5 Last day to withdraw without a "W" on transcript.

#### **Helpful Definitions and Websites**

- See the cost savings in just tuition by completing the first two years of your bachelor's degree at NPC at www.npc.edu/transferU
- Find out more about NPC transfer agreements with other colleges and universities at www.npc.edu/transfer-agreements
- Learn all about Arizona's guaranteed transfer degrees to ASU, NAU and UofA at www.aztransfer.com
- NPC's college catalog is available online at www.npc.edu/college-catalog or from any campus or center adviser.
- Articulation: the process of determining the transfer and applicability of courses from one institution of higher education to another.
- <u>Course Equivalency Guide</u>: shows how community college courses transfer to the
  three state universities. It also has many equivalencies among the three state
  universities. It does <u>NOT</u> indicate how a course transfers to a specific degree
  program. Course equivalencies are "year specific" meaning that in order to see if
  course work will transfer, you must review the Course Equivalency Guide for the
  year in which you took the course.
- <u>Course Prefix</u>: generally three or four characters identifying a department or division in which a course is taught (example: SOC is commonly used for Sociology courses)
- Prerequisites: a course that must be completed prior to taking a subsequent course.
- SUN#: the Shared Unique Number (SUN) System identifies some of the transferable lower-division courses commonly offered at the three Arizona public universities and at least two Arizona community colleges. The system ensures that a SUN course at a participating institution will be accepted as a direct equivalent to the comparable SUN course at the other participating institution.