



Name: \_\_\_\_\_  
ID#: \_\_\_\_\_

**Program Requirements**  
GPA.....2.0  
Credits.....18

Advising Check Sheet, 2018-19 Catalog

The NPC Certificate of Proficiency (CP) offers students highly focused skills training or re-training in selected occupational programs.

**Suggested Semester Plan of Study**

(complete your certificate in two semesters)

Semester 1	Credits	Semester 2	Credits
CIS 115	3	CIS 117	3
CIS 116	3	CIS 119	3

Core Courses 12 Credits	
Areas	Courses
Core Courses	(Each course is worth 3 credits)
<b>Required 12-credits</b>	<input type="checkbox"/> CIS 115 Introduction to Graphic Communication Technology <input type="checkbox"/> CIS 116 Computer Photographic Imaging <input type="checkbox"/> CIS 117 Two-Dimensional Computer Design <input type="checkbox"/> CIS 119 Page Layout and Design
Complete <input type="checkbox"/>	
Total Credits _____	

**Your Semester Plan of Study**

Semester 1	Credits	Semester 2	Credits
Semester 3	Credits	Semester 4	Credits

Courses over 8 years old may be reevaluated for this program

Total Estimated Program Cost	Cost
Tuition (2018)	\$1332.00
Fees	\$170.00
Books	\$
<b>TOTAL:</b>	<b>\$1502.00</b>

\*Tuition, fees and books subject to change without notice. Total is an Estimate.

**Important Dates to Remember:**

**Fall 2018 Semester:**

April 9	Schedule available online..
<b>April 16</b>	<b>Veterans Priority Registration Day.</b>
<b>April 23</b>	<b>Registration begins at 7:30 a.m.</b>
<b>August 20</b>	<b>Fall semester begins.</b>
August 31	Last day to withdraw without a "W" on transcript.
September 3	Labor Day College Closed
October 2	Fall Graduation Application deadline.

**Spring 2019 Semester:**

November 13	Schedule available online.
<b>November 19</b>	<b>Veterans Priority Registration Day.</b>
<b>November 26</b>	<b>Registration begins at 7:30 a.m.</b>
<b>January 14</b>	<b>Spring semester begins..</b>
February 20	Spring Graduation Application deadline.
March 11-14	Spring Break
May 11	Graduation

**Summer 2019 Semester:**

March 11	Schedule available online
<b>March 18</b>	<b>Veteran's Priority Deadline</b>
<b>March 23</b>	<b>Summer Registration begins at 730 am</b>
<b>June 3</b>	<b>Summer session Begins</b>
<b>June 4</b>	<b>Last day to withdraw without a "W" on transcript</b>

**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](http://www.npc.edu/transferU)
- Find out more about NPC transfer agreements with other colleges and universities at [www.npc.edu/transfer-agreements](http://www.npc.edu/transfer-agreements)
- Learn all about Arizona's guaranteed transfer degrees to ASU, NAU and UofA at [www.aztransfer.com](http://www.aztransfer.com)
- NPC's college catalog is available online at [www.npc.edu/college-catalog](http://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.
- **Course Equivalency Guide:** shows how community college courses transfer to the three state universities. It also has many equivalencies among the three state universities. It does **NOT** 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.
- **Course Prefix:** 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.

[Http://npc.edu/academic-calendar](http://npc.edu/academic-calendar)

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.