



COMPUTER INFORMATION SYSTEMS: COMPUTER FOUNDATIONS

The Computer Foundations certificate provides students with the basic hardware, software, operating system, Internet, and networking skills demanded for entry level positions in virtually any organization.

Requirements for the Computer Foundations Certificate: (E118)

**Certificates of Career Preparation*

		GRADE	IP	NEED	UNITS
CIS 1	Introduction to Computer Information Systems				3
CIS 4	Fundamentals of Microsoft Windows				1.5
CIS 68	Using the Internet				1.5
CIS 420	Computer Security Basics				1.5
CISHDSP 420	Computer Maintenance for the Home and Small Business User (or CISHDSP 401, Microcomputer Hardware, 3)				1.5
CISNTWK 420	Installing a Home and/or Small Business Network (or CIS 50, Introduction to Computer Networks, 3)				1.5

Student Name: _____

ID #: _____

Date: _____

Counselor: _____

COUNSELOR NOTES:

*Certificates of Career Preparation do not appear on the transcript.