

Information Technology Certificate (CEIT)

Catalog: 2018-2019				Effective Date: 9/01/2018			
CR	COURSE	COURSE TITLE	SUNY GEN ED	TR	SEMESTER		
1-2	HRD 100, HRD 100A or HRD 110	FRESHMAN EXPERIENCE					
3	ENG 101 or ENG 100A & B	<i>Introduction to College Writing or Writing Reading Workshop A/B</i>	GEBC				
3	ECO 101	<i>Introduction to Personal Economics</i>					
3	CIS 111	<i>Computers and Applications</i>					
3	CIS 122 (Prereq Required)	<i>Introduction to Internet Development</i>					
3	CIS 125 (Prereq Required)	<i>Office Productivity Software</i>					
Choose one Focus Area:							
<b><u>End User Support</u></b>							
3	CIS 120 (Prereq Required)	<i>PC Hardware Fundamentals</i>					
3	CIS 123 (Spring only - Prereq Required)	<i>PC Software Fundamentals</i>					
3	CIS 219 (Spring only – Prereq and Coreq Required)	<i>End User Support</i>					
4	MAT 127 (Prereq Required)	<i>Introductory Statistics with Probability</i>	GEMA				
3	CIS 131, CIS 126 (Spring only) or CIS 211	<i>Introduction to Networking, Advanced PC Applications or Information Security</i>					
<b><u>Business Management</u></b>							
4	BUS 146	<i>Financial Accounting</i>					
4	BUS 147 (Prereq Required)	<i>Management Accounting</i>					
3	MAT 121 (Prereq Required) or MAT 127 (Prereq Required)	<i>Pre-calculus: Algebra or Introductory Statistics with Probability</i>	GEMA				
3	BUS 102 or BUS 103	<i>Principles of Management or Principles of Marketing</i>					
<b>30</b>	<b>Minimum credits required for graduation</b>						

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

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

❖ <b>RECOMMENDED SEQUENCE: END USER SUPPORT FOCUS AREA</b>			
<b>FIRST YEAR</b>			
<b>First Semester</b>		<b>Second Semester</b>	
1-2	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		

❖ <b>RECOMMENDED SEQUENCE: BUSINESS MANAGEMENT FOCUS AREA</b>			
<b>FIRST YEAR</b>			
<b>First Semester</b>		<b>Second Semester</b>	
1-2	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 meet with their assigned academic advisor 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)