

COLLEGE: Sinclair Community College-MVTP Consortium
HIGH SCHOOL(S): Centerville, Butler Tech, Ponitz CTC, Greene CCC.,
 Greenville, MVCTC, Stebbins, Warren CCC.
 Kettering Fairmont

CLUSTER: Business, Management & Adm.

PATHWAY: Business Information Systems -

PROGRAM: Personal Computer Applications- Associate of Applied Science

2009-2010

91-92 SCC Credit Hours



ADULT LEARNER ENTRY POINTS

GRADE	ENGLISH	MATH	SCIENCE	SOCIAL STUDIES	REQUIRED COURSES			
					RECOMMENDED ELECTIVE COURSES		OTHER ELECTIVE COURSES	
CAREER AND TECHNICAL EDUCATION COURSES								
9	English I (1)	Integrated Algebra & Geometry or Algebra I (1)	Physical Science (1)	Social Studies (1)	Health (.5) P E (.5)	Career Exploration integrated with English 9	Elective (1)	
10	English II (1)	Geometry (1)	Biology (1)	American History (1)	P E (.5) Elective(.5)	Business Management Foundations (.5)	Elective (1)	
11	English III (1)	Algebra II (1)	Chemistry (1)	Am.Govt. (.5) Social Studies Elective (.5)	College Tech Prep Business Technology (1)	College Tech Prep Business Technology (1)	Elective (1)	
In 11th grade, assess for college readiness by administering the "ACCUPLACER TEST" (Reading, Math and Writing)								
12	English IV (1)	Pre College Math (1)	Additional Science (1)	Accounting (1)	College Tech Prep Business Technology (1)	College Tech Prep Business Technology (1)	Elective (1)	
Mandatory College Placement Assessment (Reading, Math and Writing) and Acad. Advising + State O.G.T.Requirement M								
POSTSECONDARY	1st Quarter	●English Composition I ENG111 (3)	●Interpersonal Communication COM206 (3)	Business Mathematics MAT105 (4)	Student Success Experience SCC101 (2)	The Internet BISM75 (3)	■Intro. Word, Excel, Power Point BIS 160 (3)	Microsoft Word BIS M85 (2) ←or
	2nd Quarter	●English Composition II ENG112 (3)	●General Economics ECO105 (3)	Computer Concepts BIS105 (3)	●Business Law I LAW 101 (4)	Microsoft Excel BISM45 (2) or →	■Intro. Word, Excel, Power Point BIS 160 (3)	■Document Formatting BIS102 (2)
	3rd Quarter	●Arts&Humanities Elective (3)	●Intro to Financial Accounting ACC121 (5)	Intro to Operating Systems CIS107 (3)	Desktop Publishing BIS M25 (2)	Advanced/Expert Word BIS M86 (2)		
	4th Quarter	Principles of Management MAN205 (3)	Intro to Web Development CIS130 (3)	Microsoft Access BISM35 (2)	Personal Computer Applications-Acct Acc125 (3)	Microsoft PowerPoint BISM55 (2) or →	■Intro. Word, Excel, Power Point BIS 160 (3)	
	5th Quarter	Customer Service BIS201 (3)	Records Manag. & Electronic Files BIS114 (3)	Advanced/Expert Excel BIS M46 (3)	Computer Infor. Systems Elective (3)			
	6th Quarter	Adv Customer Service Concepts BIS202 (3)	Database Management Syst. CIS265 (3)	Advanced/Expert Access BIS M36 (3)	Integrated Solutions BIS172 (2)	Business Info System Internship BIS270 (3)	Troubleshooting Desktop Apps. CIS162 (3)	



Please consult the Sinclair Community College web site for the most current course listing.

Required Courses
Recommended Elective Courses
Career and Technical Education Courses
Credit-Based Transition Programs (e.g. Dual/Concurrent Enrollment, Articulated Courses 2+2 (+2))
(⇨=High School to College) (⇩=Com. College to 4yr. Institution) (■=Opportunity to test out)
Mandatory Assessments, Advising, and Additional Preparation