

Business Computer Applications

Diploma

(Code: EVBCA)

Gain computer skills through this short diploma or add any of the classes as electives to an AA degree. Due to the innovative nature of the program, courses must be completed within 5 years to earn diploma. Test-out options and Microsoft certifications are available.

General Education		Credit Hours
ENG111	Technical Writing	3
Total		3
Program Requirements		
ADM112	Keyboarding	3
BCA134	Word Processing	3
CSC118	Computer Systems and Applications	3
CSC119	Computer Systems and Applications II	3
	or	
BCA152	Comprehensive Spreadsheets	(3)
CSC120	Computer Systems and Applications III	3
	or	
BCA167	Comprehensive Databases	(3)
Total		15
Total Required Hours		18