LESS THAN ONE-YEAR CERTIFICATES FOR CAREER ENHANCEMENT

The objective of these certificates is to prepare persons with basic occupational skills for job entry, upgrading, cross training and retraining purposes. Courses taken may also be applied to a related associate degree program. Description of courses and prerequisites are listed in this catalog.

Architectural Drafting (AD-C)

ARCH	1100	Architectural Graphics	3
ARCH	1300	Building Information Modeling I	3
MECH	1000	Engineering Graphics	3
MECH	1100	Mechanical 3-D Modeling	3
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Basic Structural Welding (BW-C)

WELD	1100	Introduction to Welding/Cutting Safety and Processes	1
WELD	1130	Basic SMAW I	4
WELD	1140	Basic SMAW II	3
WELD	1200	GMAW (MIG)/FCAW	4
WELD	1300	GTAW (TIG)	4
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Business Microcomputer Applications (MI-C)

AOAP	1110	Office Keyboarding Skills	1
AOAP	1400	Word	3
BMCA	1050	Introduction to Microcomputer Software Applications	2
BMCA	1200	Excel	3
BMCA	1300	Access	3
BMCA	1400	Presentations and Publications	3
COMM	1220	Interpersonal Communication	3
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Digital Animation (DA-C)

ENGL	1500	Composition I	3
ITCS	1020	Graphic Design	3
ITCS	1030	Introduction to Programming Logic	3
ITCS	1420	Interactive Web Projects I	2
ITCS	1440	Digital Photography	2
ITCS	2040	Video Production	3
ITCS	2600	3D Computer Graphics	3
MATH	1240	Algebra and Trigonometry I	4
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Digital Forensics (DF-C)

IASS	1100	Introduction to Information Assurance and Security Strategies	3
IASS	1200	Introduction to Cisco Networking	3
IASS	1400	Linux+	3
IASS	2000	Penetration Testing	3
IASS	2600	Digital Forensics	3
IASS	2900	Capstone	1
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Game Design (GA-C)

ITCS	1020	Graphic Design	3
ITCS	1030	Introduction to Programming Logic	3
ITCS	1230	Web Site Applications	3
ITCS	1410	Introduction to C#	3
ITCS	1420	Interactive Web Projects I	3
ITCS	2020	Java Programming	3
ITCS	2230	Developing Mobile Applications for Android Devices	3
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GMAW Pipe Welding (GM-C)

WELD	1100	Introduction to Welding/Cutting Safety and Processes	1
WELD	1200	GMAW (MIG)/FCAW	4
WELD	2200	GMAW Pipe	5
WELD	2400	Pipe Qualification I	3
WELD	2430	Pipe Qualification II	4
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Graphic Design (GD-C)

ENGL	1500	Composition I	3
ITCS	1020	Graphic Design	3
ITCS	1030	Introduction to Programming Logic	3
ITCS	1240	Electronic Business and Commerce	3
ITCS	1420	Interactive Web Projects I	2
ITCS	1600	Design for Print and Web	3
ITCS	2420	Interactive Web Projects II	2
MATH	1240	Algebra and Trigonometry I	4
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GTAW Pipe Welding (GT-C)

WELD	1100	Introduction to Welding/Cutting Safety and Processes	1
WELD	1300	GTAW (TIG)	4
WELD	2300	GTAW Pipe	5
WELD	2400	Pipe Qualification I	3
WELD	2430	Pipe Qualification II	4
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Hazardous Waste Management (HW-C)

ENVS	2500	Hazardous Material Management	3
ENVS	2550	HAZWOPER	3
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Industrial Systems (IS-C)

EEET	1100	Industrial Electricity	3
EEET	2400	Motor Controls	3
EEET	2500	Programmable Controllers	3
MECH	2500	Hydraulics and Pneumatics	3
MECH	2650	Mechanical Systems	4
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Land Measurement (LM-C)

BMCA	1010	Introduction to Microcomputer Concepts and Applications	3
NAFS	2150	Geographic Information Systems	3
SURV	1420	Remote Sensing and Cartography	3
SURV	2190	Fundamentals of Surveying	3
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Mechanical Drafting (MD-C)

MECH	1000	Engineering Graphics	3
MECH	1100	Mechanical 3-D Modeling	3
MECH	1500	Survey of 3-D Mechanical Modeling	3
MECH	2000	Advanced Mechanical 3-D Modeling	3
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Medical Transcriptionist (MT-C)

AOAP	1110	Office Keyboarding Skills	1
AOAP	1250	Document Analysis and Editing	3
AOAP	1400	Word I	3
AOAP	1600	Medical Transcription	3
BIOL	2400	Anatomy and Physiology I	3
BIOL	2410	Anatomy and Physiology I Laboratory	1
BIOL	2420	Anatomy and Physiology II	3
BIOL	2430	Anatomy and Physiology II Laboratory	1
ENGL	1500	Composition I	3
FYEX	1010	First Year Success Strategies	1
HLTH	1210	Medical Terminology	2
HLTH	1730	Diseases and the Disease Process	2
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Ohio Peace Officer Training Academy (OP-C)

POTA	1010	Criminal Law	3
POTA	1060	Introduction to Criminal Justice	3
POTA	1100	Civil Liability	2
POTA	1120	Defense Tactics	2
POTA	1150	Defensive Driving	2
POTA	1230	Investigations	4
POTA	1910	Police Operations	3
POTA	1980	Introduction to Homeland Security	2
POTA	2200	Constitutional Law	2
POTA	2660	Firearms	3
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Security (SE-C)

IASS	1100	Introduction to Information Assurance and Security Strategies	3
IASS	1200	Introduction to Cisco Networking	3
IASS	1300	Security+	3
IASS	2200	Cisco Routing and Switching	3
IASS	2300	Security Compliance	3
IASS	2900	Capstone	1
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SMAW Pipe Welding (SW-C)

WELD	1100	Introduction to Welding/Cutting Safety and Processes	1
WELD	1130	Basic SMAW I	4
WELD	1140	Basic SMAW II	3
WELD	2100	SMAW Pipe I	3
WELD	2130	SMAW Pipe II	4
WELD	2400	Pipe Qualification I	3
WELD	2430	Pipe Qualification II	4
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System Administration (SA-C)

IASS	1100	Introduction to Information Assurance and Security Strategies	3
IASS	1200	Introduction to Cisco Networking	3
IASS	1400	Linux+	3
IASS	2100	Introduction to Open Source Programming	3
IASS	2500	Windows Server Administration	3
IASS	2900	Capstone	1
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Welding Automation and Fabrication Technology (WA-C)

FYEX	1010	First Year Success Strategies	1
MATH	1230	Industrial Math	4
MECH	1000	Engineering Graphics	3
WELD	1200	GMAW (MIG/FCAW)	4
WELD	1300	GTAW	4
WELD	1500	Welding Symbols	1
WELD	1550	Introduction to CNC Plasma Cutting	3
WELD	1600	Fabrication	3
WELD	1900	Introduction to Robotic Welding Systems and Automation	3
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Word Processing (WP-C)

AOAP	1110	Office Keyboarding Skills I **or**	1
AOAP	1150	Keyboard Skillbuilding	
AOAP	1250	Document Analysis and Editing	3
AOAP	1400	Word	3
AOAP	2150	Desktop Publishing	3
AOAP	2450	Document Production and Formatting	3
ENGL	1500	Composition I	3
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