

BUSINESS ADMIN TECHNOLOGIES - OFFICE SUPPORT - CERTB



Agriculture, Business, Computers and Technology

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For course descriptions and course prerequisites, click on the course id.

Total Credit Hours

This certificate requires 32 credit hours.

Requirements

Course	Title	Credits
BU121	Customer Service/Professional Image	3
IS100	Cybersecurity Application	3
Business Electives-BAT Office Support		8
Communications Options-BAT Office Support		6
Keyboarding Options-BAT Office Support		6
Microsoft Office Software Options-BAT Office Support		6