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| **This program plan will assist you in planning your program. You must follow the official program requirements for the calendar year in which you are enrolled.  Please contact** [**Faculty of Business advising**](http://business.athabascau.ca/content/studentAdvisors.html) **for program planning assistance.**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **University Certificate In Computers and Management Information Systems (30 credits)** | | | | | | | **2014/2015** [**Program Requirements**](http://calendar.athabascau.ca/undergrad/2014/page03_28.php) - effective September 1, 2014 - [**Glossary**](http://calendar.athabascau.ca/undergrad/2014/page12.php) | | | | | | | **Course Level Legend** Junior/Jr - 200 numbered course Senior/Sr - 300 or 400 numbered course Preparatory - 100 numbered course | | | | **Course Progress Legend** TR - Transfer Credit Awarded C - Completed AU Course IP - In Progress AU Course | | | **Level** | **Credits** | **Course** | **Requirement** | **Course Progress** | **Comments** | | Junior | 3 | [ADMN232](http://www.athabascau.ca/html/syllabi/admn/admn232.htm) | Required |  | Business & Administrative Studies | | Junior | 6 | [ADMN233](http://www.athabascau.ca/html/syllabi/admn/admn233.htm) | Required |  | Business & Administrative Studies | | Junior | 9 | [CMIS245](http://www.athabascau.ca/html/syllabi/cmis/cmis245.htm) | Required |  | Business & Administrative Studies | | Junior | 12 | [CMIS214](http://www.athabascau.ca/html/syllabi/cmis/cmis214.htm) | Required |  | Business & Administrative Studies | | Junior | 15 | [ACCT250](http://www.athabascau.ca/html/syllabi/acct/acct250.htm) or [ACCT253](http://www.athabascau.ca/html/syllabi/acct/acct253.htm) | Required |  | Business & Administrative Studies | | Senior | 18 | [CMIS351](http://www.athabascau.ca/html/syllabi/cmis/cmis351.htm) | Required |  | Business & Administrative Studies | | Senior | 21 | [MGSC301](http://www.athabascau.ca/html/syllabi/mgsc/mgsc301.htm) | Required |  | Business & Administrative Studies | | Jr/Sr | 24 |  | Elective |  | [Business & Administrative Studies](http://www2.athabascau.ca/course/ug_area/businessadmin.php) | | Jr/Sr | 27 |  | Elective |  | See Electives list below. | | Jr/Sr | 30 |  | Elective |  | See Electives list below. |  |  | | --- | | **Recommendations:**  Students planning to pursue a degree program in the future should contact an advisor for course selection assistance.  Students planning to pursue the Bachelor of Commerce program should select [ACCT253](http://www2.athabascau.ca/syllabi/acct/acct253.php).  Students planning to pursue the Bachelor of Commerce or Bachelor of Management program should select electives at the Senior level (300/400). Please contact an advisor for assistance. |  |  | | --- | | **Residency requirement.** A minimum of 15 credits must be obtained through Athabasca University. |  |  |  | | --- | --- | | **Electives:** any 6 credits chosen from the following: | | | [COMM243](http://www.athabascau.ca/html/syllabi/comm/comm243.htm) Interpersonal Communications in Business | 3 credits | | [COMP200](http://www.athabascau.ca/html/syllabi/comp/comp200.htm) Introduction to Computing and Information Systems | 3 credits | | [COMP268](http://www.athabascau.ca/html/syllabi/comp/comp268.htm) Introduction to Computer Programming (Java) | 3 credits | | [COMP361](http://www.athabascau.ca/html/syllabi/comp/comp361.htm) Systems Analysis and Design | 3 credits | | [COMP378](http://www.athabascau.ca/html/syllabi/comp/comp378.htm) Introduction to Database Management | 3 credits | | [CMIS455](http://www.athabascau.ca/html/syllabi/cmis/cmis455.htm) Accounting Information Systems | 3 credits | | [ECOM320](http://www.athabascau.ca/html/syllabi/ecom/ecom320.htm) Overview of e-Commerce | 3 credits | | [MKTG396](http://www.athabascau.ca/html/syllabi/mktg/mktg396.htm) Introduction to Marketing | 3 credits | |