

ARKANSAS STATE UNIVERSITY-NEWPORT
CERTIFICATE OF PROFICIENCY
 Business Operations

A. Possible Prerequisites: None required

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B. General Education Core: None required

C. Major Technical Discipline: Choose four courses from below: (12 credit hours)

Course #	Course Title	Hours	Semester	Grade	Transfer Univ. /year)
ACCT 2043	Computer Applications for Accounting	_____	_____	_____	_____
ENG 1203	Workplace Essentials	_____	_____	_____	_____
MIS 1033	Introduction to Computers	_____	_____	_____	_____
MIS 1443	Technical Computer Applications	_____	_____	_____	_____
MGMT 2003	Introduction to Management	_____	_____	_____	_____
MKTG 1013	Introduction to Business	_____	_____	_____	_____

OR

Total credit hours: _____

Minimum Required Credit Hours (12)