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**Computer and Information Technologies – Computer Support Technician**

**Certificate**

**Program Coordinator: Robert Chirwa E-mail:** [**robert.chirwa@kctcs.edu**](mailto:robert.chirwa@kctcs.edu) **Phone: 859-246-6298**

**Program Website:** [**https://bluegrass.kctcs.edu/education-training/program-finder/computer-information-technology.aspx**](https://bluegrass.kctcs.edu/education-training/program-finder/computer-information-technology.aspx)

**Student Name: Student ID:**

***Students must meet college readiness benchmarks as identified by the Council on Postsecondary Education or remedy the identified skill deficiencies.***

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| **First Semester** | **Cr. Hrs.** | **Term** | **Grade** | **Prerequisites** | **Notes** |
| CIT 111 Computer Hardware and Software | 4 |  |  | CIT 105 |  |
| CIT 130 Productivity Software | 3 |  |  | CIT 105 |  |
| **Total Semester Credit Hours** | **7** |  |  |  |  |

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| **Second Semester** | **Cr. Hrs.** | **Term** | **Grade** | **Prerequisites** | **Notes** |
| CIT 232 Help Desk Operations | 3 |  |  | CIT 111 |  |
| CIT 234 Advanced Productivity Software | 3 |  |  | CIT 130 |  |
| CIT 236 Advanced Data Organization Software | 3 |  |  | CIT 130 |  |
| **Total Semester Credit Hours** | **9** |  |  |  |  |
| **Total Certificate Credit Hours** | **16** |  |  |  |  |

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| * **25% or more of Total Certificate Credit Hours must be earned at BCTC** * **Grade of C or higher in each course required for the certificate** |

**Graduation Requirements:**

**Advisor Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Advisor Contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Additional Information** |
| CIT 111 has a prerequisite of CIT 105 and MAT 065. Students can demonstrate that they meet the prerequisite courses by demonstrating Digital Literacy by exam and appropriate math skills by a math placement test. |

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| **Embedded Credentials** | | | |
| Credential | Title | Requirements | Total Cr. Hrs. |
| Certificate | A + Prep | CIT 111 | 4 |