Date:	*The following schedule is based on full-time enrollment. Students planning to transfer to a senior institution should check with that institution for specific transfer requirements.*
Program Prerequisites	

T= Traditional   H = Hybrid   W = Web

First Semester

Course	Title	Credit Hours	Mode of Delivery	Prerequisites	Terms offered	Notes
CIS 122	Computer Information Systems Fundamentals	4	T,W,H		FL/SP/SM	
CIS 126	Microsoft Office	3	T,W,H		FL/SP/SM	General Education
BUS 101	Introduction to Business	3	T,W,H		FL/SP/SM	
ENG 101* or ENG 130	Rhetoric OR Technical Writing	3	T,W,H	Appropriate placement score or minimum grade "C" in one of the following: ENG 021 and ENG 099 or the EAP course sequence ENG 079 and ENG 089; or ENG 096.	FL/SP/SM	*ENG 101 is Preferred
Math/Science General Education	Select one course from Group IV: Math/Science	3 to 4		Take Math 127 or Higher		Must complete Math 127 or Higher to enroll is CIS 135
	Total Semester Hours	16-17				

Second Semester

Course	Title	Credit Hours	Mode of Delivery	Prerequisites	Terms offered	Notes
CIS 211	Database Management System	3	T,W,H	CIS 126	FL/SP	
CIS 226	Advanced Microsoft Office	4	T,W,H	CIS 126	FL/SP	
Major Core Elective	Select from the list of Major Core Electives	3	T,W,H		FL/SP/SM	
Major Core Elective	Select from the list of Major Core Electives	3				
Social/Behavioral Science General Education	Select one course from Group II: Social/Behavioral Sciences	3				
	Total Semester Hours	16				

Third Semester

Course	Title	Credit Hours	Mode of Delivery	Prerequisites	Terms offered	Notes
MGMT 101	Principles of Management	3	T,W,H		FL/SP	
CIS 213	Electronic Spreadsheet	3	T,W	CIS 126	FL/SP	
CIS 235	Microsoft Certificate Prep	3		CIS 126	FL/SP	
CIS 135	Introduction to Programming	4	T,W,H	Math 127 or Higher	FL/SP	
Major Core Elective	Select from the list of Major Core Electives	3				
	Total Semester Hours	16				

Fourth Semester						
Course	Title	Credit Hours	Mode of Delivery	Prerequisites	Terms offered	Notes
CIS 240	Management Information Systems	3		CIS 126	FL/SP	
CIS 250	Systems Analysis and Design	3		CIS 130/CIS 136		Department will take CIS 135 as prerequisite for CIS 250
Major Core Elective	Select from the list of Major Core Electives	3				
General Education Course	Select one course from the CTE General Education Course List	3				
	Total Semester Hours	12				

Graduation Requirements

To be awarded an Associate degree at Joliet Junior College, each student must meet the following requirements:
1. Satisfy all admissions requirements.
2. Complete the courses required to earn the given degree. If the student is a transfer student with coursework taken elsewhere, he/she must complete a minimum of 60 credit hours of which 15 credit hours applicable to the degree are earned at JJC. Proficiency test, CLEP, and Advanced Placement does not meet this requirement.
3. Earn a cumulative grade point average of at least 2.0.
4. Discharge all financial obligations to the College and have no restrictions.
5. File an application for graduation. An application should be filed at the time of registration for the student's anticipated last semester.
6. Have all official transcripts from other college/universities on file in the Graduation Office by the graduation filing date for evaluation of credit. A delay in the process may result in a later graduation date.

To be awarded a Certificate of Achievement or Certificate of Completion at JJC, each student must meet the following requirements:
1. Satisfy all admission requirements.
2. Complete the courses required to earn the chosen certificate. Complete a minimum of 4-29 credit hours (Certificate of Completion) or 30-50 credit hours (Certificate of Achievement). If the student is a transfer student with coursework taken elsewhere, he/she must complete a minimum of 25% of the total required credit hours applicable to the certificate at JJC. Proficiency test, CLEP, and Advanced Placement do not meet this requirement.
3. Earn a cumulative grade point average of at least 2.0 in the area of concentration.
4. Discharge all financial obligations to the college and have no restrictions.
5. File an application for graduation. An application should be filed at the time of registration for the student's anticipated last semester.
6. Have all official transcripts from other college/universities on file in the Graduation Office by the graduation filing date for evaluation of credit. A delay in the process may result in a later graduation date.

For more information:	**Department Chairperson**	**Program Coordinator**	**Program Advisor**
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