

**NEW MEXICO JUNIOR COLLEGE  
COMPUTER INFORMATION SYSTEMS CERTIFICATE**



NAME: \_\_\_\_\_

A# : \_\_\_\_\_

**DEPARTMENTAL REQUIREMENTS - 17 Credit Hours**

COURSE	TITLE	CREDITS	SEMESTER	GRADE	COURSE	TITLE	CREDITS	SEMESTER	GRADE
CS 103	Introduction to CIS	3			BCIS 1110 (CS 123D)	Fundamentals of Information Literacy & Systems (Computer Applications)	3		
CS 114	Fundamentals of Programming	4			CS 224	Introduction to Spreadsheets	4		
BUSA 2460 (CS 113D)	Business Ethics	3							

**DEPARTMENTAL ELECTIVES - 16 Credit Hours**

COURSE	TITLE	CREDITS	SEMESTER	GRADE	COURSE	TITLE	CREDITS	SEMESTER	GRADE	
Total Departmental Electives							0			

Total credit hours required for this Certificate: 33      Total Credit Hours Acquired: \_\_\_\_\_      Cumulative GPA: \_\_\_\_\_

- All courses must be completed with a "C" or better.*
- The student must have a cumulative grade point average of at least 2.0.*
- A minimum of 15 semester hours must be earned at NMJC. The remainder may be acceptable transfer credits.*
- Transitional and / or developmental courses do not fulfill any of the above requirements.*
- Students will not be permitted to graduate if they have unresolved incomplete (I) grades on their academic record.*
- Although college officials will give every assistance possible, it is the final responsibility of the student to check all phases of his or her degree.*

Updated March 2018 (2020)

*When the student has fulfilled all requirements of the degree plan (or will fulfill this semester) the advisor should verify completion (by reviewing the student's transcript), sign and date this section, and notify the Registrar via email.*

\_\_\_\_\_

\_\_\_\_\_

Advisor's Signature \*

Date:

*Degree is not official until final confirmation by the Registrar.*

**This section for Registrar's use:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Official Degree Conferral Date

Diploma Print Date

Office Signature \*

*\*Typing of the signature by the advisor, registrar or registrar's designee will act as the official signature on this document.*