

Approved: March 2004
 Effective: Fall 2004

YORK TECHNICAL COLLEGE
 Checksheet for Graduation
 Evaluation Date _____

_____		_____				
Name		CID Number				
Certificate: General Studies		16.0 Total Credit Hours				
HEGIS: 60754						
A. REQUIRED CORE SUBJECT AREAS		CREDITS	CONTACT	SEMESTER	YEAR	GRADE
COL 101	College Orientation	1.0	1.0	_____	_____	_____
CPT 170	Microcomputer Applications	3.0	3.0	_____	_____	_____
*ENG 101	English Composition I					
	Or					
*ENG 155	Communications I	3.0	3.0	_____	_____	_____
MAT 101	Beginning Algebra					
	Or					
MAT 155	Contemporary Mathematics	3.0	3.0	_____	_____	_____
PSY 105	Personal/Interpersonal Psychology	<u>3.0</u>	<u>3.0</u>	_____	_____	_____
	SUBTOTAL	<u>13.0</u>				
B. OTHER HOURS REQUIRED FOR GRADUATION						
	Career Elective		3.0			
	Subtotal		16.0			

*Courses in the program which require a minimum grade of "C."

MODEL FOR GENERAL STUDIES CERTIFICATE

A. REQUIRED CORE SUBJECT AREAS	(13 Semester Hours)
* ENG 101 or ENG 155	3 semester hours
MAT 101 or MAT 155	3 semester hours
COL 101	1 semester hour
CPT 170	3 semester hours
PSY 105	3 semester hours

B. OTHER HOURS REQUIRED FOR GRADUATION	(3 Semester Hours)
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Career Electives	3 semester hours
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Suggested Career Electives include:

AHS 102 ACC 101 BUS 121 BUS 145 CPT 101 EGR 104 MGT 101 MGT 110

MGT 120 MGT 201 MKT 101 MKT 265 OST 105 OST 110 OST 165

TOTAL	16 SEMESTER HOURS
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*Courses in this program which require a minimum grade of "C."

Career/ Technology Options for General Studies Certificate

HHS		
AHS 102	Medical Terminology	3.0
BCAS		
CPT 101	Introduction to Computers	3.0
ACC 101	Accounting Principles I	3.0
OST 105	Keyboarding	3.0
OST 110	Document Formatting	3.0
OST 165	Information Processing Software	3.0
BUS 121	Business Law I	3.0
BUS 145	Calculator Applications	3.0
MGT 101	Principles of Management	3.0
MGT 201	Human Resource Management	3.0
MGT 110	Office Management	3.0
MGT 120	Small Business Management	3.0
MKT 101	Marketing	3.0
MKT 265	Retailing Strategies and Applications	3.0
IET		
EGR 104	Engineering Technology Foundations	3.0