CIS: Microcomputer Applications A.A. Degree

FULL TIME

This program roadmap represents one possible pathway to complete the program. **Please see a counselor** to create an education plan that is customized to meet your needs. This roadmap is not a guarantee of course availability or financial aid applicability.

Catalog: 2026-27

GE Pattern: local AA/AS

Total Units: 60

First Year

Semester 1

14 Units

CAT.	COURSE	UNIT	PREREQUISITES	GE AREA
Req	BUSTEC 126 Outlook: Basics **or** CISA 126 Outlook: Basics	1 1		
Req	BUSTEC 300.1 Keyboarding/Applications: Beginning	1		
Req	CISA 305 Beginning Word Processing	2		
Req	CISC 310 Introduction to Computer Information Science	3		
Req	CISC 320 Operating Systems	1		
GE	ENGL C1000 College Composition **or** ENGL C1000H[H] Honors College Composition	3 3		L1A
GE	any Area L7A (Physical Education) course	1		L7A
GE	any Area L7B (Life Development Skills) course	2		L7B

Semester 2

14 Units

CAT.	COURSE	UNIT	PREREQUISITES	GE AREA
Req	BUSTEC 127 Outlook: Tools **or** CISA 127 Outlook: Tools	1 1	 BUSTEC 126 or CISA 126	
Req	CISA 315 Introduction to Electronic Spreadsheets	2		
Req	CISA 316 Intermediate Electronic Spreadsheets	2	CISA 315	

CAREER PATH

Career Options:

- Microsoft Office Suite Engineer
- office technology instructor
- information technology training specialist
- project manager
- human resources

Advising Notes:

- This degree can be completed using either the local AA/AS general education (GE) pattern or the Cal-GETC transfer GE pattern. See a counselor to determine which pattern is best for you based on your academic goals.
- This map is designed for students who are able to take 12 units or more each semester, which is considered a full-time load. It shows one possible way to finish the program in two years. See a counselor to adjust the coursework to meet your specific needs.
- Students can substitute ESLW 340 for ENGL C1000/C1000H (formerly known as ENGWR 300/480).
- **Elective Courses:** any elective courses numbered 100-499, or having a 4-digit number starting with C.

Scheduling Notes:

CAT.	COURSE	UNIT	PREREQUISITES	GE AREA
Req	CISA 320 Introduction to Database Management	1		
Req	CISC 306 Introduction to Web Page Creation	1		
RE	CISC 350 Introduction to Data Communications	1		
GE	any Area L4 (Social & Behavioral Sciences) course	3		L4
GE	any Area L5 (Natural Sciences) course	3		L5

Second Year

Semester 3

16 Units

CAT.	COURSE	UNIT	PREREQUISITES	GE AREA
Req	CISA 306 Intermediate Word Processing	2	CISA 305	
Req	CISA 322 Design and Development of Desktop Database Applications	3	CISA 320	
Req	CISA 330 Desktop Publishing	2		
Req	CISA 340 Presentation Graphics	2		
RE	CISC 351 Introduction to Local Area Networks	1		
GE	any Area L3 (Arts & Humanities) course	3		L3
GE	any Area L6 (Ethnic Studies) course	3		L6

Semester 4

16 Units

CAT.	COURSE	UNIT	PREREQUISITES	GE AREA
RE	CISA 160 Project Management Techniques and Software	3		
Req	CISC 323 Linux Operating System	1		
RE	CISP 350 Database Programming	3		L2
Req	CISP 370 Beginning Visual Basic	4		

- CISA 315 is offered during the 1st 8 weeks and CISA 316 is offered during the 2nd 8 weeks, so they can be taken in the same semester.
- CISA 306 and 322 is offered in the spring.

Other Notes:

- At the end of the third semester students qualify for the **CIS: Microcomputer Applications certificate**.

CAT.	COURSE	UNIT	PREREQUISITES	GE AREA
GE	any Area L1B (Oral Communication & Critical Thinking) course	3		L1B
Elec	any elective course	2		

H honors courses

EXPLANATION OF CATEGORIES		
Req	Required Core	A course that is required for this program
GE	General Education	A course that fulfills a specific general education requirement for a degree, which can be replaced with another course that meets the same requirement
RE	Restricted Elective	A course selected from a list of elective courses specified for this program in the course list in the catalog, which can be replaced with another course from the same list
Elec	Degree Elective	A degree-applicable course that is part of a degree roadmap to ensure that there is a total of at least 60 units, which is a requirement for an associate degree

Published July 08, 2026