☐ Grades verified Date Certificate Posted:

 $\square$  Certificate Mailed or  $\square$  Forwarded to Program Advisor





Computer Applications Technology - Help Desk and Support Specialist						
Details Completion Award: Short-Term Proficiency Certificate Program Code (EPC): MIAHSC01			Program Coordinator (contact with questions) Tanya Knight (360) 417-6242 Office: C-210			
Student's Name:			Student ID Number:			
Advisor:			Advisor's Signature:			
Degree Requirements	Approved Substitutions	Name Of Course		Credits	Credits Completed	In Progress Qtr/Yr
CAT 111		Intro to Microsoft Windows		5		
CAT 212		Help Desk and Support Specialist		5		
IT 162		Upgrade and Maintain PC		5		
CREDITS REQUIRED FOR CERTIFICATE:				15		
The following information is needed to produce your certificate:						
Quarter and year certificate was completed: ☐ Fall ☐ Winter ☐ Spring ☐ Summer 20						
Name to be printed on certificate:  First Middle Last						
Mailing Address:  Street/P.O. Box City State Zip						
Street/P.O. Box City State Zip  If no mailing address is provided, Certificate may be picked up at the Reception desk in the Student Services Bldg.						
For Office Use	);					

Processed By: