

**Office of Technology - Microsoft Office Specialist (MOS)
Letter of Recognition
Program Planning Sheet**

Student Name: _____

Catalog Year: 2003-2004

Soc. Sec. Number: _____

Course Number	Required Course	Credits Required	Credits Earned	Planning
CMSY-101	Beginning Spreadsheets	1		
CMSY-102	Beginning Word Processing	1		
CMSY-127	Microsoft Outlook	1		
CMSY-103	Beginning Databases	1		
CMSY-104	Advanced Word Processing	1		
CMSY-116	PowerPoint	1		
CMSY-117	Advanced Spreadsheets	1		

NOTES:

Advisor: _____

Date: _____

GPA: _____