

# BANKING SERVICES, TECHNICAL CERTIFICATE

## Curriculum

The matrix below is a sample plan for all coursework required for this program.

Course	Title	Hours	Completed
<b>Fall</b>			
BNK 2313	Principles of Banking	3	_____
BNK 2323	Branch Operations	3	_____
BST 1083	Introduction to Economics	3	_____
BST 1303 or CIS 1113	Introduction to Computers or Fundamental Computer Operation	3	_____
ENGL 1013	Composition I	3	_____
	<b>Hours</b>	<b>15</b>	
<b>Spring</b>			
BNK 2303	Money and Banking	3	_____
BST 1053	Spreadsheets	3	_____
BST 1073	Accounting	3	_____
BST 1013	Word Processing	3	_____
TMAT 1203	Technical Mathematics	3	_____
	<b>Hours</b>	<b>15</b>	
<b>Summer</b>			
Any approved elective credit		6	
	<b>Hours</b>	<b>6</b>	
	<b>Total Hours</b>	<b>36</b>	

*Approved Electives may include* BNK 2993 SPECIAL TOPICS IN BANKING, BST 1043 Professional Communication, BST 2023 Organizational Leadership, BST 2533 Employee Recruiting, Training, and Compensation, BNK 2593 BANKING WORKBASED LEARNING I, BNK 2693 BANKING WORKBASED LEARNING II, BNK 2793 BANKING WORKBASED LEARNING III, BNK 2893 BANKING WORKBASED LEARNING IV, BNK 2916 Banking Work-Based Learning, CIS 2143 Help Desk Support, HS 2113 Cultural Diversity. *Any other elective must be approved by program chair.*