



Test Scores \_\_\_\_\_R\_\_\_\_\_W\_\_\_\_\_M

Name \_\_\_\_\_  
ID # \_\_\_\_\_

## **Administrative Office Technology – Curriculum Information**

*Formerly was Office System Technology  
Certificates*

<b>FINANCIAL ASSISTANT TRAINEE</b> <b>5204023139</b>
<b>OST 105</b> Introduction to Information Systems
<b>ACT 101</b> Fundamentals <b>OR</b> Higher Level Accounting Course
<b>OST 110</b> Document Formatting and Word Processing
<b>MAT 105</b> or Higher Level Quantitative Reasoning (Math) course <b>or OST 213</b> Business Calculations