MESA STATE COLLEGE

About this minor…

The CIS Minor allows students majoring in other subjects to enhance their degrees with information systems knowledge. Such graduates may use their expertise to help solve computer system problems for businesses. Since so many businesses rely heavily on computer systems as decision-making tools, graduates with this Minor will have a competitive advantage over those without it when applying for positions in many (or even most) organizations. This Minor may also give students an advantage when attempting to advance within an organization.

Additionally, many employees in numerous organizations find themselves daily using computer hardware and software as productivity tools within their positions. The CIS Minor assists students in learning skills and background information that they will need in all occupations.

POLICIES:
1. It is your responsibility to determine whether you have met the requirements for your degree. Please see the MSC Catalog for a complete list of graduation requirements.
2. You must turn in your "Intent to Graduate" form to the Registrar's Office **by September 15 if you plan to graduate the following May, and by February 15 if you plan to graduate the following December**.
3. This program sheet must be submitted with your graduation planning sheet to your advisor during the **semester prior to the semester of graduation, no later than October 1 for spring graduates, no later than March 1 for fall graduates.**
4. Your advisor will sign and forward the Program Sheet and Graduation Planning Sheet to the Department Head for signature.
5. Finally, the Department Head or the department administrative assistant will take the signed forms to the Registrar's Office. (Students cannot handle the forms once the advisor signs.)
6. If your petition for graduation is denied, it will be your responsibility to reapply for graduation in a subsequent semester. Your "Intent to Graduate" does not automatically move to a later graduation date.
7. NOTE: The semester before graduation, you may be required to take a Major Field Achievement Test (exit exam).

NAME: _____   **STUDENT ID #** _____

LOCAL ADDRESS AND PHONE NUMBER: _____

_____   ( ) _____

I, (Signature) _____, hereby certify that I have completed (or will complete) all the courses listed on the Program Sheet. I further certify that the grade listed for those courses is the final course grade received except for the courses in which I am currently enrolled and the courses which I complete next semester. I have indicated the semester in which I will complete these courses.

_____   _____20_____
Signature of Computer Information Systems Advisor   Date

_____   _____20_____
Signature of Department Head   Date

_____   _____20_____
Signature of Registrar   Date

1. At least 33 percent of the credit hours required for the minor must be in courses numbered 300 or above.
2. A GPA of 2.00 or higher in the minor is required.
3. The number of minors a student may receive at Mesa State College shall not exceed two.

REQUIRED COURSES (21 credit hours)

CISB 205 Advanced Business Software (3)
CISB 210 Fundamentals of Information Systems (3)
CISB 392 Information System: Theories and Practices (3)
CISB 400 Data Communications and Network Management (3) **or**
  CISB 442 Systems Analysis and Design (3)
CSCI 110 Beginning Programming (3)
TECI 260 Information Technology Hardware and System Software (3)
Business Elective – Upper Division (3)

Course	No.	Credit	Grade	Term	Year	Trns/Subs
CISB	205	3	____	____	____	____
CISB	201	3	____	____	____	____
CISB	392	3	____	____	____	____
CISB	400					
Or		3	____	____	____	____
CISB	442					
CSCI	110	3	____	____	____	____
TECI	260	3	____	____	____	____
Business Elective	____	3	____	____	____	____