



## Multilingual Business Certificate- Academic Planner

Certificate: 97-106-9  
 Campus: Fond du Lac  
 Curriculum for 2012-2013

10/28/2011

Program Advisor: \_\_\_\_\_

✓	T/G	Course		Title	Hours / Week			Total Hours	Credits	Prerequisites	Typically Offered			Comments
		Subj	Num		Lec	Lab	Other				S	F	SP	
<b>Term 1:</b>											<b>S</b>	<b>F</b>	<b>SP</b>	
	T	106	117	Fundamentals of Interpretation and Translation	2			36	2					
	T	106	120	Document Processing		2		36	1	"A" grade in 106-103 Keyboarding OR Demonstrated 30 wpm with 3 or fewer errors using correct fingering	x	x	x	
	T	106	127	Office Software for Multilingual	3			54	3	103-159 Computer Literacy				
	G	802	109	Spanish 1	1	2		54	2		x	x	x	or equivalent level foreign language course
	G	802	110	Spanish 2	2			36	2	802-109 Spanish 1	x	x	x	or equivalent level foreign language course
<b>Total 1st Term Credits</b>									<b>10</b>					
<b>Term 2:</b>											<b>S</b>	<b>F</b>	<b>SP</b>	
	T	106	128	Technology and Services for Translation	2			36	2		x			
	T	106	129	Multilingual Business Essentials	3			54	3					
	G	802	111	Spanish 3	2			36	2	802-110 Spanish 2 or dean consent	x	x	x	or equivalent level foreign language course
<b>Total 2nd Term Credits</b>									<b>7</b>					
<b>Total Program Credits</b>									<b>17</b>					

T/G: T - Technical Studies course; G - General Studies course

Semester Codes: S-Summer; F-Fall; SP-Spring

Curriculum and program acceptance requirements are subject to change.

For a complete list of course descriptions for this program, please consult the College Catalog at <http://www.morainepark.edu/MPTCCatalog>.