

**Northland Pioneer College**  
**CERTIFICATE OF PROFICIENCY (CP)**  
**AIS - Records Management/Data Processing Fundamentals**  
**2011-2012 Catalog Year**  
*NPC Advising Checksheet - Minimum of 17 Credits*

<b>Student Name:</b>	<b>Student ID:</b>
<b>Advisor Name:</b>	<b>Date:</b>

I. GENERAL EDUCATION REQUIREMENTS (0 CRS)				II. DISCIPLINE STUDIES (0 CRS)			
	CRS	GR	SEM		CRS	GR	SEM
<b>COMMUNICATIONS (0 CRS)</b>				<b>PHYSICAL &amp; BIOLOGICAL SCIENCES</b>			
NOT REQUIRED	0			NOT REQUIRED	0		
<b>MATHEMATICS (0 CRS)</b>				<b>ARTS &amp; HUMANITIES</b>			
NOT REQUIRED	0			NOT REQUIRED	0		
<b>SOCIAL &amp; BEHAVIORAL SCIENCES</b>				<b>SOCIAL &amp; BEHAVIORAL SCIENCES</b>			
NOT REQUIRED	0			NOT REQUIRED	0		

III. CORE REQUIREMENTS (17 CRS)				IV. REQUIRED ELECTIVES (0 CRS)			
	CRS	GR	SEM		CRS	GR	SEM
AIS 102	1						
AIS 105	1						
AIS 110	3						
AIS 112	1						
AIS 115	1						
AIS 145	3						
AIS 180	3						
BUS 129	3						
CIS 103	1						

The Associate of Applied Science (AAS) Degree is designed for specialization in vocational or technical fields and requires completion of a minimum of 64 credits with a cumulative grade point average of 2.0 on a 4.0 scale.