

COS Computer & Office Studies

Earn an Industry Certification!

Earn an industry certification while you're taking any of the following COS classes! Being certified can help you prove to potential employers that you have the skills that they want.



The IC3 Digital Literacy Certification consists of 3 exams:
**Computing Fundamentals • Key Applications
Living Online**

To prepare for the IC3 Exams, take
COSA 30 - Introduction to Computers

Microsoft
Office Specialist

The following courses will prepare you for their respective
Microsoft Office Specialist exams:



COSA 10

Microsoft Word for Windows



COSA 25

Microsoft Access for
Windows



COSA 15

Microsoft Excel for Windows



COSA 215

Microsoft Outlook for
Windows



COSA 20

Microsoft PowerPoint for
Windows



COSA 50

Introduction to IT Concepts
& Applications

Microsoft
Technology Associate

The following courses will prepare you for their respective
Microsoft Technology Associate exams:



COSN 10

Exam 98-366 Networking Fundamentals



COSP 10

Exam 98-361 Software Development
Fundamentals (C#)



COSN 225

Exam 98-349 Windows OS Fundamentals



COSP 38 or 238

Exam 98-364 Database Fundamentals



COSN 230

Exam 98-365 Windows Server Administration



COSS 271

Exam 98-367 Security Fundamentals



COSN 250

Exam 98-369 Cloud Fundamentals