



CERTIFICATE OF COURSE COMPETENCY

The undersigned parties certify that _____
of _____ High School has completed the requirements for the
following College Tech Prep competency based course with a grade of B (3.0) or better.



BTC CAP 101 Introduction to Computers **BTC 90 hrs/5 credits**
Introduces use of the personal computer while working in a Microsoft Windows environment. Includes introduction to Excel, Word, PowerPoint, computer hardware components, Internet and Windows.

~or~



**Whatcom
Community College**

WCC – CIS 100 Computer Literacy **WCC 3 credits**
Introduction to the practical application of computers and communication technology. Includes the major components of computer systems, user interfaces, application, networking and the impact of computing and the Internet on society, including ethics, privacy and security.

The student is eligible to receive college credit for this course according to the provisions of the articulated Tech Prep agreement between the high school and colleges.

High School Instructor Date

Principal Date

Vocational Director Date

Competencies for this course are listed on the reverse side