

Office Computer Systems, CC

Department: School of Applied Sciences, Technology and Education

College: College of Agriculture and Applied Sciences

Overview

About This Degree

A certificate in Office Computer Systems allows students to gain advanced, hands-on, skills using office related computer applications such as word processing, spreadsheets, databases, and Web design.

Career Options

Career opportunities for graduates of the Office Computer Support program include:

- Administrative Assistant
- Staff Assistant
- Office Manager

What it takes

Major Requirements

[Click here](#) to see course requirements for the **Certificate of Completion**.

Contact

Advising

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Get Involved