

# Edison Community College Offerings

Templates	Certificate	Associate Degree
<b>Accounting Analyst</b>	Accounting Certificate: 6 month program that teaches basic accounting principles for entry-level accounting assistant positions	Associate of Applied Business Accounting: 1 year program that teaches basic accounting skills, personal and business finances, tax preparation, and includes either a capstone project or internship
<b>Accounting Management</b>	Accounting Certificate: 6 month program that teaches basic accounting principles for entry-level accounting assistant positions	Associate of Applied Business Accounting: 1 year program that teaches basic accounting skills, personal and business finances, tax preparation, and includes either a capstone project or internship
<b>Administrative Support</b>	Administrative Assistant Certificate: 6 month program that teaches basic office support skills for entry-level positions	Associate of Applied Business Office Systems and Administration: 1 year program that teaches basic office skills, record management, office procedures, and includes either a capstone project or internship
<b>Animal Science</b>	N/A	Associate of Science Biology: 1 year program designed for students to transfer to a state college and finish their Bachelors degree in Biology
<b>Automotive Technology</b>	Heating, Ventilation, Air Conditioning and Refrigeration Certificate: 6 month program that prepares students to be tested and licensed for HVAC positions in Ohio	N/A
<b>Banking</b>	Accounting Certificate: 6 month program that teaches basic accounting principles for entry-level accounting assistant positions	Associate of Applied Business Accounting: 1 year program that teaches basic accounting skills, personal and business finances, tax preparation, and includes either a capstone project or internship
<b>Bio Technology I and II</b>	N/A	Associate of Science Biology: 1 year program designed for students to transfer to a state college and finish their Bachelors degree in Biology
<b>Construction Management</b>	N/A	N/A
<b>Culinary Arts</b>	N/A	N/A
<b>Dental</b>	N/A	N/A
<b>Electrical</b>	N/A	N/A
<b>Food Science</b>	N/A	N/A
<b>Horticulture</b>	N/A	N/A
<b>Human Resources Management I and II</b>	Human Resource Management Certificate: 3-6 month program that instills basic business and human resources principals for entry-level positions	Associate of Applied Business Management Human Resource Management Option: 1 year program that teaches basic business, communication, labor relations, compensation and benefits skills, and includes a capstone project of internship
<b>HVAC</b>	Heating, Ventilation, Air Conditioning and Refrigeration Certificate: 6 month program that prepares students to be tested and licensed for HVAC positions in Ohio	N/A

<b>Industrial Technology</b>	Advanced Manufacturing Systems Certificate: 6-9 month program that prepares students for entry-level jobs in machining, molding, welding, casting, and grinding	Associate of Applied Science Equipment Maintenance Technology: 1 year program with studies in hydraulics, electrical, PLC programming, basic business, and diagnostic skills
<b>Interactive Media</b>	CIT Certificate: 6 month program that prepares students for entry level computer related fields	Associate of Applied Business Systems: 1 year program that teaches fundamental computer processing, networking, and troubleshooting skills, and includes a capstone project or internship
<b>Legal Support</b>	Administrative Assistant Certificate: 6 month program that teaches basic office support skills for entry-level positions	Associate of Applied Business Office Systems and Administration: 1 year program that teaches basic office skills, record management, office procedures, and includes either a capstone project or internship
<b>Marketing Management I and II</b>	Marketing Certificate: 6 month program that teaches basic marketing and business skills for entry-level marketing assistants	Associate of Applied Business Management Marketing Option: 1 year program that teaches communication, customer service, principles of marketing, composition, and includes a capstone project
<b>Mechanical Engineering</b>	Advanced Manufacturing Systems Certificate: 6-9 month program that prepares students for entry-level jobs in machining, molding, welding, casting, and grinding	Associate of Applied Science Mechanical Engineering Technology: 1 year program that teaches students basic milling and turning, CNC programming, welding, casting, metal-forming, heat treating processes, lean systems, and includes a capstone project
<b>Medical Assisting</b>	Medical Assistant Certificate: 9 month program that prepares students for entry-level medical assisting jobs and includes an internship	Associate of Technical Study Allied Health-Medical Assisting: 1 year program that teaches students clinical procedures, lab techniques, medical terminology, office procedures, computer concepts, communication, science and chemistry skills, and includes an internship
<b>Medical Management</b>	Medical Office Support Certificate: 6 month program that prepares students for entry-level medical office positions	Associate of Applied Business Office Systems and Administration Medical Office Support: 1 year program that teaches medical terminology, computer concepts, communication, records management, medical transcription, customer service, medical office computing, insurance and coding, and includes a capstone project or internship
<b>Natural Resources</b>	N/A	N/A
<b>Network I and II</b>	Electronics Networking Certificate: 6 month program that prepares the student for entry-level computer networking jobs	Associate of Applied Business Network Computer Management Option: 1 year program that teaches computer concepts, communication, operating systems, networking essentials, technical writing, stats, Microsoft Hardware, visual programming, and includes a capstone project or internship

<b>Nursing I and II</b>	N/A	Associate of Applied Science Nursing LPN or Registered Nursing Option: (LPN) 1 year and 3 month program that teaches basic chemistry, anatomy and physiology, nurse applications, biology, medical terminology, and nursing procedures (RN) 2 year program that includes clinical time to prepare students for the NCLEX-RN exam
<b>Operations Management</b>	Business Certificate: 6 month program that focuses in basic business principals for entry-level administrative positions	Associate of Applied Business Management: 1 year program that teaches basic business management skills, marketing, finance, business law, and leadership skills, and includes a capstone project or internship
<b>Patient Care</b>	Medical Assistant Certificate: 9 month program that prepares students for entry-level medical assisting jobs and includes an internship	Associate of Technical Study Allied Health-Medical Assisting: 1 year program that teaches students clinical procedures, lab techniques, medical terminology, office procedures, computer concepts, communication, science and chemistry skills, and includes an
<b>Programming I, II, and III</b>	Network Computer Management Certificate: 6 month program that teaches basic computer programming skills for entry-level computer programming positions	Associate of Applied Business Programming Option: 1 year program that teaches operating systems, hardware, customer service, Microsoft Servers, CCNA, Microsoft Windows, technical writing, wireless LANs, and includes a capstone project or internship
<b>Purchasing</b>	Accounting Certificate: 6 month program that teaches basic accounting principles for entry-level accounting assistant positions	Associate of Applied Business Accounting: 1 year program that teaches basic accounting skills, personal and business finances, tax preparation, and includes either a capstone project or internship
<b>Structural Systems</b>	Operations Technology Certificate: 6 month program that prepares students for entry-level operation positions	Associate of Applied Science Industrial Management Industrial Operations: 1 year program that teaches computer concepts, operations management, environmental health and safety, human relations, communication, lean systems, quality management, problem solving, and manufacturing costs
<b>Supply Chain Management I and II</b>	Supply Chain Management Certificate: 6 month program that prepares students for entry-level positions in the supply chain management field	Associate of Applied Science Industrial Management Industrial Operations: 1 year program that teaches computer concepts, operations management, environmental health and safety, human relations, communication, lean systems, quality management, problem solve
<b>Support I and II</b>	Systems Administrator Certificate: 6 month program that prepares the student for entry-level computer support positions	Associate of Applied Business Systems Administrator Option: 1 year program that teaches operating systems, networking essentials, stats, customer service, computer hardware, CCNA, communication, Microsoft Windows Server, technical writing, wireless LANS, and includes a capstone project or internship

<b>Teaching</b>	N/A	Associate of Science Education: 2 year program that allows students to complete transfer credits quickly to use towards their Bachelors in Education in a state accredited university
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