



There's something to fit everyone at Seattle Central.

Our two-year degrees offer a solid foundation for transferring to a four-year college or university. We also offer professional and technical training programs that prepare you for a high-demand career.

Call us at 206.587.3800 or visit us online at seattlecentral.edu

Seattle Central Community College
1701 Broadway
Seattle, WA 98122

Seattle Central Community College is a state-supported public institution accredited by the Northwest Commission on Colleges and Universities, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education. Seattle Central Community College is a member of the Seattle Community College District.

Basic & Transitional Studies/ESL

Business & Office Technology

Applications Support
Business Information Technology

College Transfer

Associate of Arts (A.A.) degree
Associate of Science (A.S.) degrees

Creative Arts

Apparel Design
Commercial Photography
Film & Video Communications
Graphic Design
Publishing Arts

Deaf /ASL Studies

Deaf Interpreter Training
Deaf Studies
Interpreter Training

Education/Teacher Training

Health

Dental Hygiene
Nursing, Associate Degree Program
Opticianry
Respiratory Care
Surgical Technology

Human Services

Bachelors of Applied Science (B.A.S.) degree
Chemical Dependency Specialist
Social & Human Services

IT – Information Technology

Database Administration & Development
Networking Design & Administration/ CISCO
Programming
Web Design
Web Development

Seattle Culinary Academy

Culinary Arts
Specialty Desserts & Breads

Seattle Maritime Academy

Marine Deck Technology
Marine Engineering Technology

Wood Construction Center

Cabinetmaking
Carpentry
Marine Carpentry



SEATTLE CENTRAL COMMUNITY COLLEGE overlooks downtown Seattle from Capitol Hill and is the only community college in the city core. With a student body of 10,000, the college is large enough to be diverse and innovative, yet offers small class sizes to provide individual attention.

Whether you want to train for a new career, begin your college education, or prepare to transfer to a four-year college, we have a place for you.

GET STARTED! seattlecentral.edu/getstarted

Seattle Central Community College is committed to the concept and practice of equal opportunity for all its students, employees, and applicants in education, employment, services and contracts, and does not discriminate on the basis of race or ethnicity, color, age, national origin, religion, marital status, sex, gender, sexual orientation, Vietnam-era or disabled veteran status, political affiliation or belief, citizenship/status as a lawfully admitted immigrant authorized to work in the United States, or presence of any physical, sensory, or mental disability, except where a disability may impede performance at an acceptable level. In addition, reasonable accommodations will be made for known physical or mental limitations for all otherwise qualified persons with disabilities. The following person has been designated to handle inquiries regarding non-discrimination policies including those related to Sec 504 ADA and Title IX: Kathryn Woodley, Seattle Central Community College, 1701 Broadway, Mailstop 2BE4180, Seattle, WA, 206.587.5417.

Seattle Central will make every effort to ensure that the lack of English skills will not be a barrier to admission and participation in vocational education programs.

ADMISSIONS OFFICE

Room BE1104
206.587.5450
seattlecentral.edu/admissions

ADVISING CENTER

Room BE1102
206.587.4068
seattlecentral.edu/advising

CAREER SERVICES CENTER

Room BE1102 E1
206.344.4383
seattlecentral.edu/careercenter

COLLEGE TRANSFER CENTER

Room BE1102 F
206.587.5469
seattlecentral.edu/transferecenter

DISABILITY SUPPORT SERVICES

Room BE1112
206.587.4183 v/tty
seattlecentral.edu/cdsdss

FINANCIAL AID

Room BE1104 C
206.587.3844
seattlecentral.edu/finaid

VETERANS AFFAIRS

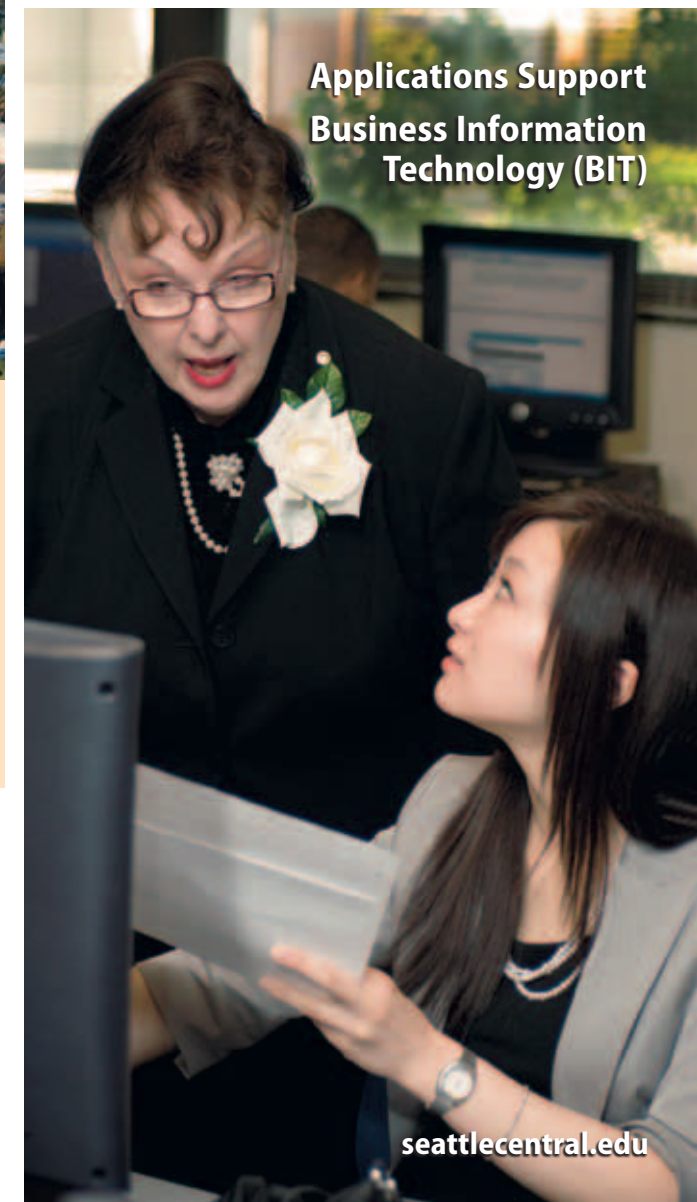
Room BE1104 C
206.587.4147
seattlecentral.edu/finaid/veterans.php

WORKER RETRAINING

Room BE4177
206.587.6348
seattlecentral.edu/wrp



Careers in
Business & Office Technology



**Applications Support
Business Information
Technology (BIT)**

seattlecentral.edu

New skills, new career opportunities.



SEATTLE CENTRAL COMMUNITY COLLEGE has two distinct programs of study for those interested in working in today's high-tech business world—Applications Support and Business Information Technology.

Real-world training

Our instructors are business experts who provide real-world training. Curriculum is designed with input from Seattle area industry professionals to include skills that employers are looking for. In addition to technical skills, students learn communication, customer service, and the business expertise needed to work in both large corporations and small independent companies.

"Job growth among computer support specialists reflects the rapid evolution of technology. As computers and software become more complex, support specialists will be needed to provide technical assistance to customers and other users."

U.S. Bureau of Labor Statistics

Applications Support

Associate of Applied Science Transfer (A.A.S.-T) degree, 90 credits.
Certificate, 51 credits.

Learn how to troubleshoot computer problems, install computer software and hardware, and support computer users.

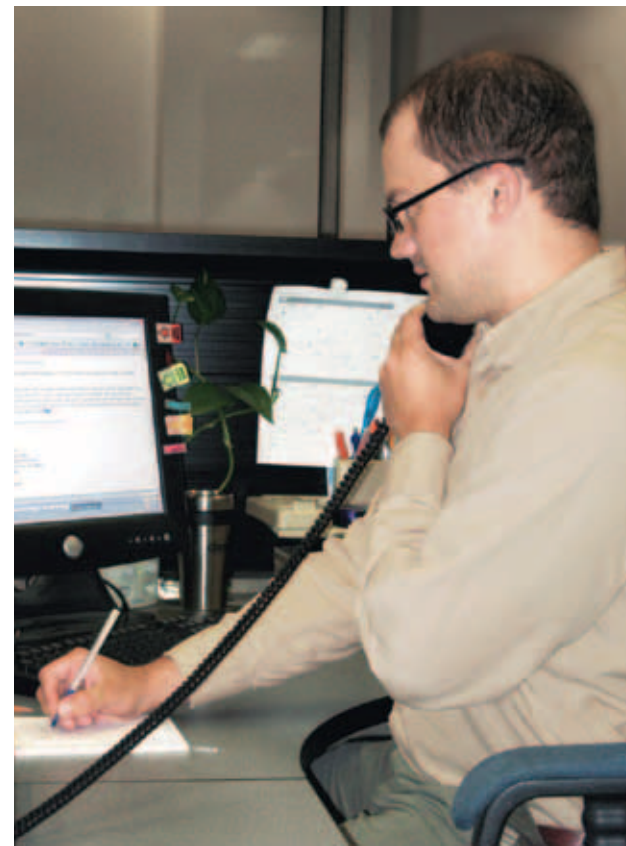
- Students can begin the program any quarter.
- The Applications Support program may be a good fit for you if you are a clear communicator, like to solve problems and help people, and are interested in new software and technologies.
- Areas of study include Microsoft Word, Excel, Access, PowerPoint, web design, and technical writing. Students will be prepared to take the Microsoft Certified Applications Specialist (MCAS) exams.
- The Applications Support program is a certified member of the Microsoft IT Academy.
- Job titles include help desk advisor, applications or computer support technician, and customer support analyst.

Business Information Technology (BIT)

Associate of Applied Science (A.A.S.) degree, 94 credits.
Certificate, 49 credits.

Get the skills needed in communication, information technology, customer service, administration, and management to become an office expert.

- Students can begin the program any quarter.
- The BIT program may be a good fit for you if you enjoy utilizing software, have an interest in business and have an eye for detail.
- Areas of study include office skills, information technology, software, and communications.
- Job titles include administrative assistant or specialist, executive office professional, customer service coordinator, records management technician, and office manager.



"Secretaries and administrative assistants today perform fewer clerical tasks and are increasingly taking on the roles of information and communication managers. Opportunities should be best for applicants with extensive knowledge of software applications."

U.S. Bureau of Labor Statistics

Short-term certificates

Update your skills in just a few months by taking a one- to two-quarter Business Information Technology office support certificate program. Find out more at seattlecentral.edu/programs/bit.php.

Considering a major in business at a four-year college?

Seattle Central offers a variety of business transfer courses to fulfill prerequisites for business, accounting, or business administration majors at four-year colleges. Contact the College Transfer Center or the Advising Office to get prepared.

Admission into Seattle Central

Room BE1104 B1, 206.587.5450

seattlecentral.edu/admissions

Seattle Central has open enrollment—everyone is accepted. However, this does not guarantee acceptance into specific professional/technical or academic programs.

Get started

Meet with the Workforce Manager (sccwf@sccd.ctc.edu or 206.587.4188) to discuss entrance requirements needed to become "program ready" and registered.

Tuition

Tuition is set by the Washington State Legislature. Tuition at Seattle Central is approximately half that of a four-year public college and about one-tenth of a private four-year college. See seattlecentral.edu/registration/tuition.php for current costs.

Program-specific fees

Be advised that in addition to tuition, the cost of each program varies widely based on equipment, materials, books, and lab fees.

Interested?

Contact the division office to learn more about the program, tour the facilities, and ask questions. Call 206.587.3830.

Business, Information Technologies & Creative Arts Division

Seattle Central Community College

1701 Broadway, BE5166

Seattle, WA 98122

206.587.3830

seattlecentral.edu/bitca

Curriculum, tuition and fees subject to change.
Refer to the District catalog at seattlecolleges.com