

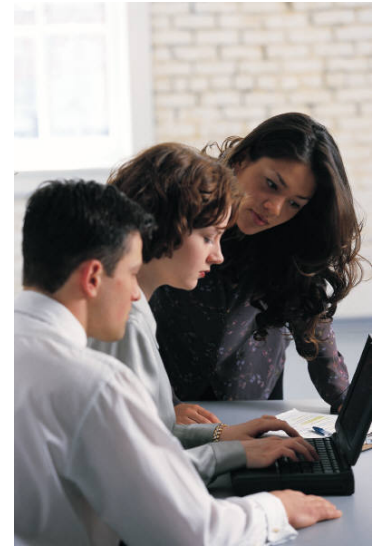
**MICROSOFT® CERTIFIED  
 APPLICATION SPECIALIST  
 (MCAS) CERTIFICATION**
**FOR MICROSOFT OFFICE 2007**
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Microsoft Certified Application Specialist certification (MCAS) is the globally recognized standard for validating expertise with the Microsoft Office suite of business productivity programs such as Access, Excel, Outlook, PowerPoint and Word. Give yourself increased competency and productivity; increased credibility with employers, coworkers, and clients. Set yourself apart from today's competitive job market by giving yourself greater earning potential and career advancement. Find out more at [www.microsoft.com/learning/mcp/msbc/mcas/](http://www.microsoft.com/learning/mcp/msbc/mcas/)

**WHEN:** By appointment only. **FA 2008 schedule:**  
**September 9-December 9, 2008, Mon.-Thurs.: 3-5 p.m.**

**WHERE:** Palomar College, San Marcos Campus, Room B-22  
 Contact: Judy Dolan, 760.744.1150, extension 2498 or 2875  
[jdolan@palomar.edu](mailto:jdolan@palomar.edu)

**COST:** \$85.00 per test (which includes a free retake)  
 (\$75.00 for staff & currently registered Palomar students)



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The Business Administration Department offers self-paced open-entry/open-exit and online classes to help you prepare for MCAS certification :

**SELF-PACED, OPEN-ENTRY/OPEN EXIT LAB  
 AND ONLINE CLASSES**

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BUS 175 (Excel® Basic)

BUS 180 (Access® for Business)

BUS 185 (PowerPoint® for Business)

**ONLINE ONLY CLASSES**

BUS 176 (Excel® Intermediate )

BUS 177 (Excel® Advanced )