

**SINTE GLESKA UNIVERSITY**  
**Institute of Technologies**  
**DATA ENTRY SPECIALIST**  
**STATUS SHEET**

<b>NAME:</b>	<b>ID NUMBER:</b>
<b>ADDRESS:</b>	<b>PHONE:</b>
<b>EMAIL:</b>	<b>UPDATED:</b>

<b>A.A.S. ASSOCIATE OF APPLIED SCIENCE</b> <b>DATA ENTRY SPECIALIST</b>
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<u>COURSE NUMBER &amp; TITLE</u>	<u>HR. YR. GRADE</u>	<u>NOTES:</u>
__MA 120 Math Essentials	3	_____
__MA 150 College Algebra	4	_____
__EN 101 Freshman English I	3	_____
__EN 102 Freshman English II – EN 101	3	_____
__CE 107 Computer Essentials	3	_____
__LL 101 Lakota Language I	4	_____
__LS 253 Lakota History & Culture	3	_____
__SP 100 Speech Communications	3	_____
<b>TOTAL HOURS:</b>	<b>26</b>	

<u>COURSE NUMBER &amp; TITLE</u>	<u>HR. YR. GRADE</u>	<u>NOTES:</u>
__DE 100 Basic Spreadsheet Applications	3	_____
__DE 105 Introduction to Data Management	3	_____
__DE 106 Data Collection	2	_____
__OE 111 Word Processing	3	_____
__OE 120 Microsoft Applications-preq: OE 111	3	_____
__OE 121 Professional Development	3	_____
__OE 210 Database Applications	3	_____
__DE 211 Database Applications II prereq. OE 210	3	_____
__OE 223 Spreadsheet Applications	3	_____
__DE 224 Spreadsheet Applications II prereq. OE 223	3	_____
__DE 240 Internship/Capstone	6	_____
<b>TOTAL HOURS:</b>	<b>35</b>	

**TOTAL REQUIRED HOURS FOR A.A.S. DEGREE: 61**

**SINTE GLESKA UNIVERSITY  
Institute of Technologies  
DATA ANALYST TECHNICIAN**

**STATUS SHEET  
A.A.S. ASSOCIATE OF APPLIED SCIENCE  
DATA ANALYST TECHNICIAN**

**FALL SEMESTER-YEAR ONE**

MA 120 MATH ESSENTIALS  
EN 101 FRESHMAN ENGLISH I  
DA 101 INTRODUCTION TO DATA MANAGEMENT  
OE 111 WORD PROCESSING  
CE 107 COMPUTER ESSENTIALS

**FALL SEMESTER –YEAR TWO**

DA 110 DATA ANALYSIS & DECISION MAKING  
OE 223 SPREADSHEET APPLICATIONS  
OE 210 DATABASE MANAGEMENT  
EN 102 FRESHMAN ENGLISH II

**SPRING SEMESTER-YEAR ONE**

MA 270 STATISTICS  
OE 120 MICROSOFT APPLICATIONS  
OE 121 PROFESSIONAL DEVELOPMENT  
LS 253 LAKOTA HISTORY & CULTURE

**SPRING SEMESTER- YEAR TWO**

LL 101 LAKOTA LANGUAGE  
DA 211 ADVANCED DATABASE MANAGEMENT  
DA 224 SPREADSHEET APPLICATIONS II  
DA 240 INTERNSHIP/CAPSTON (OFFERED  
SUMMER SESSION IF NEEDED)