Module 3 (May 10th to August 15th)

**BUSA 103: Advanced Excel with Business Applications**
With its tremendous ability to analyze data to create and communicate a wealth of information, Excel is the industry-standard spreadsheet application in the world of business. This course will provide students with practical hands-on experience applying Excel’s most advanced and sophisticated features to business applications.

**LIT 104: Introduction to Literature**
A study and appreciation of drama, poetry, short fiction, novel/novella, and the essay. The preparation of expository and analytical compositions on selected literary pieces constitutes twenty-five percent of the course content.

**SPAN 112: Beginning Spanish I and II**
Functional skills in listening, reading, speaking, and writing; introduction to Hispanic cultures.

**STAT 101: Statistics**

**WRIT 102: Research Writing**
A study of the elements of clear, effective expression. Requirements include expository and analytical compositions, as well as a documented research paper.