



Computer Applications

Computer skills are essential in every business. These courses will get you to the next level of computer skills. You'll be able to do basic marketing, create reports, manage databases and more! Classes start every 6 weeks!

How long does it take to complete?

The program runs for two 6-week modules.

What does this program cost?

The cost for the program is \$3,330.00.

Are there additional costs?

Yes. You will be responsible for the cost of books and supplies. Estimated fees \$678.95.

Is financial aid available?

No, this program is not eligible for financial aid.

Are there scholarships?

RACC does not offer scholarships for this program at this time.

What classes will I take?

Module 1: Intro to Computers, Keyboarding I, Spreadsheets I, Word Processing, Microsoft Outlook Seminar and Internet Workshop. 87 hours.

Module 2: Access, Desktop Publishing, Keyboarding II, Power Point, Spreadsheets II, and Word Processing II 144 Hours.



What are the requirements?

Please call 610.375.8188 or visit racc.edu/careertraining to complete an interest form.

