YOUR GUIDE

TO

MONTANA'S TWO-YEAR WORKFORCE DEVELOPMENT
Certificate and Degree Programs

Postsecondary Educational Opportunities

Apprenticeship: Apprenticeship training is on-the-job training in high demand jobs. An apprenticeship is a paid job and includes classroom lessons to ensure mastery of all aspects of the job. To learn the skills needed, the apprentice is trained by journeyman and master craftsmen who are experts in their field. For more information on apprenticeship opportunities, go to: http://wsd.dli.mt.gov/apprenticeship/default.asp.

Associate of Applied Science (AAS): The Associate of Applied Science degree is designed to lead the individual directly to employment in a specific career. In general, approximately 1/3 of the work will be in general education. The AAS is comprised of 60 - 72 credits and students should be able to complete the program in about two academic years, if they are academically prepared in math and writing.

Associate of Arts (AA) / Associate of Science (AS): The Associate of Arts and Associate of Science degrees prepare the student to transfer to an upper division bachelor's degree program. The AA gives emphasis to those majoring in the arts, humanities, social sciences, and similar areas. The AS gives emphasis to those majoring in agriculture, engineering and technology, and the sciences with substantial requirements in math and sciences. Approximately 1/2 of the work required will be in general education. This degree does not officially include a major or minor course of study.

Certificate of Applied Science (CAS): The Certificate of Applied Science is a short program of study designed to prepare the student for entry-level employment in a specific career. The CAS is comprised of 30 - 45 credits with limited general education. Students should be able to complete the CAS in one calendar year or less, if they are academically prepared in math and writing.

Professional Certificate: Professional Certificate programs are intended to prepare an individual for an occupational work area by focusing on developing the unique skill-set required for that position. These programs may allow students to qualify for a new job, achieve a promotion, explore a new career, or provide documented/credentialed study in a specific field or area of expertise. These programs are less than 30 credits, have little or no general education credits, and may be completed in 1-2 semesters.

Bachelor Degree: The Bachelor Degree is awarded after completion of undergraduate course work usually taking eight semesters and 120 credits to complete. Course work for bachelor's degrees is done at the undergraduate level and is made up of general studies and major specific classes.

Programs of a similar nature have been grouped. For information on these or other Associate, Certificate, and Professional Certificate programs, please contact:

THE UM - HELENA COT
1115 N. Roberts Street, Helena, MT 59601
800-241-4882 or 406-444-6800
http://www.umhelena.edu

THE UM COT in Missoula
909 South Avenue W., Missoula, MT 59801
800-542-6882 or 406-243-7882
http://www.cte.umt.edu

MSU BILLINGS COT
3803 Central Avenue, Billings, MT 59102
800-565-MSUB or 406-247-3000
http://www.msubillings.edu/cot

MONTANA TECH OF THE UM COT
25 Basin Creek Road, Butte, MT 59701
406-496-3716
http://www.mtech.edu/cot_tech

MSU - GREAT FALLS COT
2100 16th Avenue S., Great Falls, MT 59405
800-446-2698 or 406-771-4300
http://www.msugf.edu

GALLATIN COLLEGE PROGRAMS
101 Hamilton Hall, Bozeman, MT 59717
406-994-5536
http://www.montana.edu/gallatincollege/

MSU - NORTHERN
P.O. Box 7751, Havre, MT 59501
800-662-6132 or 406-265-3700
http://www.msun.edu

MSU BILLINGS
1500 University Drive, Billings, MT 59101
800-565-6782 or 406-657-2888
http://www.msubillings.edu

THE UNIVERSITY OF MONTANA WESTERN
710 South Atlantic, Dillon, MT 59725
877-683-7331 or 406-683-7011
http://www.umwestern.edu

DAWSON COMMUNITY COLLEGE
P.O. Box 421, Glendive, MT 59330
800-821-8320 or 406-377-3396
http://www.dawson.edu

FLATHEAD VALLEY COMMUNITY COLLEGE
777 Grandview Drive, Kalispell, MT 59901
406-756-3822
http://www.fvcc.edu

MILES COMMUNITY COLLEGE
2715 Dickinson, Miles City, MT 59301
800-541-9281 or 406-874-6100
http://www.milescc.edu

UNIVERSITY OF GREAT FALLS
1301 20th Street S., Great Falls, MT 59405
800-856-9544 or 406-791-5200
http://www.ugf.edu

CARROLL COLLEGE
1601 N Benton Ave., Helena, MT 59625
800-992-3648 or 406-447-5437
http://www.carroll.edu

ROCKY MOUNTAIN COLLEGE
1511 Poly Drive, Billings, MT 59102
800-877-6259 or 406-657-1000
http://www.rocky.edu

FORT BELKNAP COLLEGE
P.O. Box 159, Harlem, MT 59526
406-353-2607
http://www.fbcc.edu

FORT PECK COMMUNITY COLLEGE
P.O. Box 398, Poplar, MT 59255
406-768-6300
http://www.fpcc.edu

BLACKFEET COMMUNITY COLLEGE
P.O. Box 819, Browning, MT 59417
800-549-7457 or 406-338-5421
http://www.bfcc.org

SALISH KOOTENAI COLLEGE
P.O. Box 70, Pablo, MT 59855
406-275-4800
http://www.skc.edu

LITTLE BIG HORN COLLEGE
P.O. Box 370, Crow Agency, MT 59022
406-638-3104
http://www.lbhc.cc.mt.us

STONE CHILD COLLEGE
P.O. Box 1082, Box Elder, MT 59521
406-395-4313
http://www.stonechild.edu

CHIEF DULL KNIFE COLLEGE
P.O. Box 98, Lame Deer, MT 59043
406-477-6215
http://www.cdkc.edu

For additional copies of this publication, please contact:

Melissa Higgins
Perkins Program Coordinator
Office of the Commissioner of Higher Education
2500 Broadway Street
P.O. Box 203201
Helena, MT 59620-3201
Phone: 406-7444-0318
Email: perkins@montana.edu

The Your Guide can be accessed online at: http://mus.edu/twoyear/YourGuide.html

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Division of Workforce Development/Two-Year Education
Office of the Commissioner of Higher Education

MONTANA CAREER CLUSTERS | BIG SKY PATHWAYS

Montana University System — Program Offerings

A = Associate (AAS)
C = Certificate of Applied Science (CAS)
P = Professional Certificate
* = Available Online

Column groups and campuses (left → right):
- **Montana University System – College of Technology:** The UM - Helena COT, The UM COT in Missoula, MSU Billings COT, MT Tech of The UM COT, Gallatin College Programs, MSU - Great Falls COT
- **Montana University System – 4-Year:** MSU Billings, MSU - Northern, The UM Western
- **Community Colleges:** Dawson CC, Flathead Valley CC, Miles CC
- **Tribal Colleges:** Fort Belknap College, Fort Peck CC, Blackfeet CC, Salish Kootenai College, Little Big Horn College, Stone Child College, Chief Dull Knife College
- **Private Colleges:** University of Great Falls, Carroll College, Rocky Mountain College

Column key used below: H=UM-Helena COT, Mi=UM COT Missoula, BC=MSU Billings COT, TT=MT Tech COT, GC=Gallatin College, GF=MSU-Great Falls COT, BIL=MSU Billings, NOR=MSU-Northern, WST=UM Western, DAW=Dawson CC, FV=Flathead Valley CC, MIL=Miles CC, FB=Fort Belknap, FP=Fort Peck CC, BL=Blackfeet CC, SK=Salish Kootenai, LBH=Little Big Horn, SC=Stone Child, CDK=Chief Dull Knife, UGF=U of Great Falls, CAR=Carroll, RMC=Rocky Mountain

AGRICULTURE, FOOD & NATURAL RESOURCES

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Agri-Business Technology										A	C											
Agri-Business Technology-Equitation										A												
Agricultural Science/Technology								A														
Agri-Mechanics Machinery/Technology								AP		AC												
Equine Studies									A			A										
Livestock Technology										C												
Natural Horsemanship									A													
Natural Resource Management											AC					A						

ARCHITECTURE & CONSTRUCTION

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Building Maintenance			C																			
Building Technology/Trades											AC	AC	AC	C								
Cabinet & Furniture Technology											C											
Carpentry	C	AC	A	AC	C	AC					C											
Construction Technology	A													A		C						
Heating, Ventilation, & Air Conditioning											C											
Line Professional/Utility Line Worker				P										C								
Plumbing Technology								A			C											

ARTS, A/V TECHNOLOGY & COMMUNICATIONS

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
3D Jewelry Computer Design/Production											C											
Goldsmithing & Jewelry Arts											A											
Graphic Design										A	AC	A										
Interior Design/Space Planning	C						A	A														
Media Design - Information Technology														A								
Music Technology											A											

BUSINESS MANAGEMENT & ADMINISTRATION

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Administrative Assistant/Support	A		AC*	A							AC					C			AC			
Administrative Management		A																				
Business Administration				A*			A	A			AC	AP										
Business Health Administration			A																			
Business Mgmt/Entrepreneurship	A			AC					A*		P			C						A		
Business Technology			A										AC	A								
Customer Services (Relations)		C*									P	P				C						
Human Resource Management	P	C	A																			
Insurance											A											
Legal Administrative Assistant	A																					
Medical Administrative Assistant	A	A	A	A						A	A	P										
Medical Office Technology	C													C								
Office Systems Technology								A			A											
Office Administration & Technology															A							
Receptionist - Medical/Dental		C		C																		
Project Management																						P
Small Business Mgmt/Entrepreneurship	A										A·C	A	A	A								
Tribal Management											C											

EDUCATION & TRAINING

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Coaching														C								
Early Childhood Education											AC	AC	A									
Education Studies											A											
Paraprofessional Educator									P*													

FINANCE

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Accounting	A	A	A·C	A		A					AC			C		C			C			
Accounting Technology	A		C																			
Bookkeeping	CP		C																			
Payroll Accounting											C											

HEALTH SCIENCE

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Certified Nursing Assistant			P							P	P											
Dental Assistant											C					AC						
Dental Hygiene											A											
Diagnostic Medical Sonography					P																	
Emergency Medical Services/Paramedic		A									AC			A								
Healthcare Informatics Tech											P*											
Health Information Coding Specialist		A									C*			C								
Health Information Technology											A*											
Medical Assistant			A							A	A			A								
Medical Billing Specialist											C*											
Medical Transcription											A·C			C*								
Medical Billing & Coding			C*								A*											
Nursing - Practical	C	A	A								A			A								
Nursing - RN	A	A	A					N:A			A			A								
Pharmacy Technology	C*										P*			P								
Physical Therapist Assistant											A											
Radiologic Technology	A	A	A								A			A								
Respiratory Care	A	A									A											
Surgical Technology	A	A									A			A								

HOSPITALITY & TOURISM

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Food Service Management										A												
Culinary Arts										C						A						
Hospitality Management																AC						
Tourism & Recreation												A										

HUMAN SERVICES

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Gerontology										P*				C								
Human Services										A	A											
Personal Trainer											C					C						
Substance Abuse/Addiction Counseling									A	A	A					A			A	A*P		

INFORMATION TECHNOLOGY

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Computer Assistant	C		C		C																	
Computer Desktop/Network Support		A														C	A					
Computer Graphics											A											
Computer Information Systems		A					A															
Computer Networking [§]	A	A	C	AC	AC					C					A	A						
Computer Science/Technology															A	AC						
Computer Skills Specialist	C*																					
Computer Support		C																				
Computer Systems Technology		A																				
Computer Technical Support Specialist										A												
Information Technology/Systems											A							C				
Microcomputer Specialist/Technology					A																	
Programming Technology	A		A											C								
Web Technology/Development/Design	A		A		A						C	A								P		

LAW, PUBLIC SAFETY, CORRECTIONS & SECURITY

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Correctional Officer											C											
Criminal Justice											A*	A										
Criminal Justice - Peace Officer											A*											
Criminal Justice - Private Security											A*											
Fire & Rescue Technology/Fire Science	A										A											
Paralegal/Paralegal Studies		A																		P		
Public Safety Communications											P											
Tribal Legal Studies																C						

MANUFACTURING

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Biofuels Energy					A																	
Electronics Technology		A																				
Energy Technology		A*																				
Industrial Machine Technology/CNC											C											
Metals (Fabrication) Technology	A		AC	A																		
Machine Tool Technology	AC															C						
Power Plant Technology			A																			
Process Plant Technology			A																			
Sustainable Energy Technician		AC	AC		AC																	
Water Quality - Quantity	A							A					C									
Welding Tech/Welding & Inspection	AC	AC	AC	C	C						C		C			ACP	C					

MARKETING

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Agricultural Marketing & Finance											C											
Sales & Marketing			AC															CP*	P			

SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Civil Engineering Technology		A									A											
Computer Aided Design			C																			
Drafting Technology/Technician	P		AC	AC	A																	
Electrical Technology											A			AC								
Engineering Technology								A														
Geographic Information Systems																C						P
Hazardous Material/Waste Mgmt Tech																AC						
Land Surveying											A		P									

TRANSPORTATION, DISTRIBUTION & LOGISTICS

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Automotive Collision & Refinishing			AC								C											
Automotive Technology	A		AC	C						AC				P	AC	AC						
Aviation							A															
Aviation Maintenance Technology	A																					
Diesel Equipment/Technology	A	A	AC					A														
Heavy Equipment Operation					C									C	C		C	C				
Highway Construction Worker																C						
Recreational Power Equipment					C																	
Truck Driving														P	C							

MONTANA UNIVERSITY SYSTEM GENERAL EDUCATION / TRANSFER DEGREES [§]

Program	H	Mi	BC	TT	GC	GF	BIL	NOR	WST	DAW	FV	MIL	FB	FP	BL	SK	LBH	SC	CDK	UGF	CAR	RMC
Associate of Arts	X	X	X*			X*	X	X	X	X	X*	X	X*	X	X	X	X	X	X	X	X	X
Associate of Science	X		X*	X		X*	X	X	X	X	X*	X	X	X	X	X	X	X	X		X	
MUS Transferable Core	X	X	X*	X		X*	X	X	X	X	X*	X	X*	X	X	X	X	X	X	X	X	X

[§] Contact school for program locations and/or specific offerings

*Online Programs

Opportunities in Distance Learning are designed to meet the needs of traditional and non-traditional students who may be place-bound, work during the day, or may not live near one of the campuses. Programs and degrees may be delivered using on-line, video-based, and interactive television/VisionNet technology.

For more information on Distance Learning programs in the Montana University System, please go to http://mus.edu/online