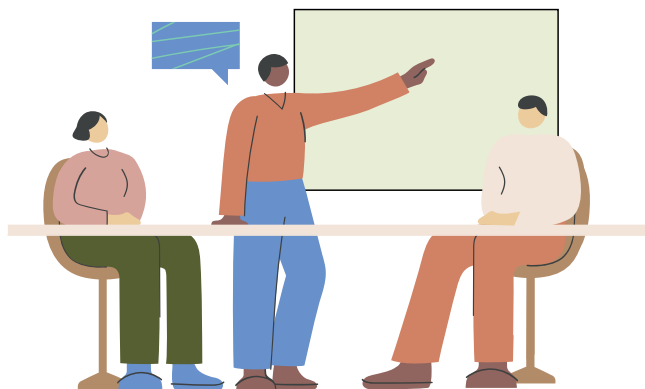


MICROSOFT OFFICE SPECIALIST CERTIFICATION TRAINING

**Earn industry recognized
credentials from home in this
supported independent study!**

**Certifications available:
Word 365 | Excel 365 | PowerPoint 365**



Student Requirements:

- + 10 hours/week time commitment
- + Attend weekly 1 hour Zoom meetings
- + 6th grade reading level in English
- + Comfortable with computers, internet & video conferencing tools (Zoom)
- + Some experience with Microsoft
- + Reliable, high-speed internet access
- + Access to a fully featured computer (PC or Mac), a phone is not sufficient

NEW STUDENTS CAN BEGIN ON THE FOLLOW DATES:

Note: All onboarding sessions take place on Zoom.

Wednesday	September 30 th , 2026	1p – 4p
Wednesday	November 4 th , 2026	1p – 4p
Wednesday	January 6 th , 2027	1p – 4p
Wednesday	March 24 th , 2027	1p – 4p
Wednesday	May 12 th , 2027	1p – 4p

**READY TO GET STARTED? SCAN HERE
OR CLICK BELOW!**

<https://forms.gle/vg8G7GQTFbFSvSg2A>

Questions? Email adult.education@moundsvIEWSchools.org

