

Earn Your Associate Degree Totally Online— Receive Credit For CPS/CAP Certification And Work Experience

IAAP is partnering with the Madison Area Technical College (MATC) in Wisconsin to bring online education to your desktop—at home or work.



Take individual courses to:

- keep your skills up to date.
- obtain numerous computer software certifications.
- enroll in a 67-credit-hour associate in science (AS) degree program.

Get a jump start by:

- receiving credit for work and IAAP experiences.
- applying CPS, CAP, and MOS certifications.
- testing out of courses to get advanced standing.
- having up to 75% of credits waived based on experience.

No out-of-state tuition; tuition is approximately \$106-\$115 per credit hour. Take advantage of online advising, registration and campus resources. Enrollment and course completion is on a semester basis. 1-credit courses are 8 weeks; 2- and 3-credit courses are a full semester (16 weeks).

For more information go to the IAAP website www.iaap-hq.org and under the Education & Training menu at the top, select Online College Courses & AS Degree OR contact Carol Willson at cwillson@matcmadison.edu or June Sarbacker CPS at sarbacker@matcmadison.edu.

Three E-Learning Programs

- Office Productivity Library
- Business Fundamentals Library
- Design and Media Library

Subscribe To Online Training At IAAP For One Low Price

Can you relate to these problems?

- It is next to impossible to get away from the office to attend seminars and workshops.
- You have a limited budget forcing a cut back on skills training.
- You need to use management skills that you weren't taught in school.
- You are constantly being asked to do more with less, but no one tells you how.

If you answered yes to any of these, you need to look into IAAP's new online training program. Using Element K, one of the largest and most prestigious e-learning providers, three e-libraries with more than 400 courses, are now available: Office Productivity (Technology); Business Fundamentals; Design and Media.

From Advanced Excel to Basic Word Level 1 or specialty courses like creating brochures and flyers, The **Office Productivity Library** has it all. In the **Business Fundamentals Library**, you'll learn everything you need to master negotiation, delegation, goal setting, conflict intervention, finance essentials, and more. The **Design and Media Library** is ideal for professionals who use technology to enhance communication or work with web design, graphic design, page layout or create original art and media.

You'll have access to *all* of the courses in the library of your choice for *one full year* for the special member price of just \$199 (\$219 for nonmembers) for the Business Fundamentals Library and \$229 (\$249 for nonmembers) for the Office Productivity Library. Subscribers will have access to all of the courses in the Design and Media Library for six months for the special IAAP member price of just \$249 (\$269 for nonmembers). Cost includes a live 24/7 technical help desk, online instructors and self-paced courses, an extensive online resources library at no extra charge, and CEU or CPS/CAP recertification points for qualifying courses— all without the hassles of traditional training.

See www.iaap-hq.org/element_k for more information on how to subscribe.