

**Microsoft Office Specialist (MOS) Classes—Tuesdays and Thursdays at
Ben Davis University
February 4 to March 28, 2019**



Step 1:
Visit:
adulthood.info/scholarship

Step 2:
Download the scholarship packet.

Step 3:
Set your appointment before **January 10.**

Advanced registration and placement testing is **required**
at
Ben Davis University
1155 S High School Rd,
Indianapolis, IN 46241 -
Door #2.

Students must have TABE scores at levels 4, 5, or 6 in order to qualify.



Week	Monday 12:30PM – 3:30PM	Tuesday 12:30PM – 3:30PM	Wednesday 12:30PM – 3:30PM	Thursday 12:30PM – 3:30PM
1	February 4	February 5	February 6	February 7
2	February 11	February 12	February 13	February 14
3	No Class—Holiday	February 19	February 20	February 21
4	February 25	February 26	February 27	February 28
5	March 4	March 5	March 6	March 7
6	March 11	March 12	March 13	March 14
7	March 18	March 19	March 20	March 21
8	March 25	March 26	March 27	March 28

MSD Wayne Township Schools secretarial internships may be available - ask your teacher for details.

**Microsoft Office Specialist (MOS) Classes—Tuesdays and Thursdays at
Ben Davis University
April 15 to June 6, 2019**



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Step 2:
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Step 3:
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Week	Monday 5:30PM – 8:30PM	Tuesday 5:30PM – 8:30PM	Wednesday 5:30PM – 8:30PM	Thursday 5:30PM – 8:30PM
1	April 15	April 16	April 17	April 18
2	April 22	April 23	April 24	April 25
3	April 29	April 30	May 1	May 2
4	May 6	May 7	May 8	May 9
5	May 13	May 14	May 15	May 16
6	May 20	May 21	May 22	May 23
7	No Class	May 28	May 29	May 30
8	June 3	June 4	June 5	June 6

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