

**RAMAPO COLLEGE OF NEW JERSEY**  
**Office of Communications and Public Affairs**  
**Press Release**  
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**Ramapo College Holding Information Sessions on Microsoft Office 2010 Certification**

(MAHWAH, NJ) - Ramapo College of New Jersey is pleased to offer the official Microsoft Office 2010 curriculum and practice examinations for pursuing Microsoft Office 2010 Certification. The College is also an established Certiport Authorized Testing Center. This means students and adult learners interested in advancing their skills, entering the workforce or changing jobs are able to attend training to effectively and efficiently use the Microsoft Office 2010 suite *and* take the certifying exams all in one location.

Fall Information Sessions are scheduled at 1 p.m. and again at 6 p.m. in the Academic Complex, Room B-224, on: Thursday, November 7; Tuesday, November 19; and Friday, December 13.

Classes are offered in an evening format in Microsoft Word, Excel®, PowerPoint® and Outlook® and students may pursue individual application or full suite Microsoft Office 2010 Certification credentials as a Microsoft Office Specialist, Microsoft Office Expert or Microsoft Office Master. Visit the Web site to learn the details of the requirements and to review the full schedule for each Microsoft® application: [www.ramapo.edu/cipl/msoffice](http://www.ramapo.edu/cipl/msoffice).

“We have bundled together the Microsoft® applications training, practice exams and certifying exams into one cost so there are no surprises,” said Rosa Diaz-Mulryan, assistant vice president for the Center for Innovative and Professional Learning at the College.

Adult learners and students alike choose the Microsoft Office Certification credential to validate their skills and to advance their career prospects in a competitive job market. Successfully earning the certification results in increased academic and job performance by enabling individuals to tap the full features and functionality of the Microsoft Office 2010 software. And, employers welcome employees with these credentials that assure accelerated productivity and improved organizational performance.

Registration is completed online at [www.ramapo.edu/cipl/msoffice](http://www.ramapo.edu/cipl/msoffice). Payment may be made online, by check, by purchase order, or by contract with unemployment organizations. For more information, please contact the Ramapo College Center for Innovative and Professional Learning at [cipl@ramapo.edu](mailto:cipl@ramapo.edu) or 201.684.7370.

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Ranked by *U.S. News & World Report* as sixth in the Best Regional Universities North category, Ramapo College of New Jersey is sometimes mistaken for a private college. This is, in part, due to its unique interdisciplinary academic structure, its size of approximately 6,008 students and its pastoral setting in the foothills of the Ramapo Mountains on the New Jersey/New York border.

Established in 1969, Ramapo College offers bachelor's degrees in the arts, business, humanities, social sciences and the sciences, as well as in professional studies, which include nursing and social work. In addition, Ramapo College offers courses leading to teacher certification at the

elementary and secondary levels. The College also offers six graduate programs as well as articulated programs with the University of Medicine and Dentistry of New Jersey, New York Chiropractic College, New York University College of Dentistry, SUNY State College of Optometry and New York College of Podiatric Medicine.

The Ramapo College of New Jersey Center for Innovative and Professional Learning (CIPL) supports postgraduate professional education, workforce development, and alternative learning. The Center also engages in internal and external educational partnerships to advance the College, and provides innovative continuous learning opportunities for community members of all ages.