



PATHWAYS TO COLLEGE & CAREER READINESS & SUCCESS

Career Development & College Preparation (CDCP) Certificates

ACADEMIC PREPARATION CERTIFICATES
<p><u>College Readiness Certificate of Competency (45-57)</u></p> <ul style="list-style-type: none"> ● BSICSKL 75 – Intro to Post-Secondary Education (9) ● BSICSKL 5 – Academic Guidance (18) <ul style="list-style-type: none"> ● VOCED 290 – Computer Literacy for College (18) OR ● BSICSKL 9 – Intro to Library & Material Searches (30) OR ● BSICSKL 27 – Foundations: Study Skills (18) OR ● BSICSKL 73 – Industry Overview & Career Opportunities (18)
<p><u>Foundation for Academic Success I Certificate of Competency (144)</u></p> <ul style="list-style-type: none"> ● BSICSKL 27 – Foundations: Study Skills (18) ● BSICSKL 34 – High School Equivalency Test Preparation (117) ● BSICSKL 75 – Intro to Post-Secondary Education (9)
<p><u>Foundation for Academic Success II Certificate of Competency (90)</u></p> <ul style="list-style-type: none"> ● BSICSKL 5 – Academic Guidance (18) ● BSICSKL 23 – College and Scholastic Assessment Preparation (72)
<p><u>Arithmetic Fundamentals Certificate of Competency (54-144)</u></p> <ul style="list-style-type: none"> ● BSICSKL 56 – Arithmetic Review I (18-45) ● BSICSKL 57 – Arithmetic Review II (18-45) ● BSICSKL 95 - Arithmetic Lab (18-54) *
<p><u>Pre-Algebra Fundamentals Certificate of Competency (54-144)</u></p> <ul style="list-style-type: none"> ● BSICSKL 58 – Pre-Algebra Review I (18-45) ● BSICSKL 59 – Pre-Algebra Review II (18-45) ● BSICSKL 96 - Pre-Algebra Lab (18-54) *
<p><u>Liberal Arts Transfer Math Prep Certificate of Competency (24-126) *</u></p> <ul style="list-style-type: none"> ● ACPREP 16 – Algebra (12-54) ● ACPREP 18 – Preparatory Math (12-72)
<p><u>Statistics Preparation Certificate of Competency (24-90) *</u></p> <ul style="list-style-type: none"> ● ACPREP 16 – Algebra (12-54) ● ACPREP 15 – Data Analysis (12-36)
<p><u>STEM Math Preparation Certificate of Competency (24-90) *</u></p> <ul style="list-style-type: none"> ● ACPREP 16 – Algebra (12-54) ● ACPREP 17 – Geometry (12-36)

Classes not yet in a certificate

- BSICSKL 02 – Basic English Skills (54)
- BSICSKL 98 – Math for College and Career Readiness (18-54) *
- VOCED 296 – CISCO, VMWARE, and Network Security Training Lab (36)

CAREER EXPLORATION CERTIFICATES
<p><u>Career Exploration: Information Communications Technology/Digital Media Certificate of Completion (54)</u></p> <ul style="list-style-type: none"> ● VOCED 281 – Exploring Computer Science Info Technology Careers (18) ● VOCED 292 – Robotics I Lab (18) ● VOCED 294 – Intro to Social Media-WordPress Blogs (18)
<p><u>Choosing Business Careers Certificate of Completion (36)</u></p> <ul style="list-style-type: none"> ● VOCED 416 – Intro to Business Careers (18) ● VOCED 420 – Intro to Starting a New Business (18)
<p><u>Healthcare Career Discovery Certificate of Completion (36)</u></p> <ul style="list-style-type: none"> ● VOCED 320 – Exploring Healthcare Careers (18) ● VOCED 404 – Student Success in Health Occupations (18)
<p><u>Police Orientation Preparation Certificate of Completion (54)</u></p> <ul style="list-style-type: none"> ● VOCED 33 – Intro to Career Pathways in Law Enforcement (18) ● VOCED 50 – The Art & Practice of Community-based Policing (36)
<p><u>Science Careers Prep Certificate of Competency (99-108) *</u></p> <ul style="list-style-type: none"> ● BSICSKL 93 – Biology Fundamentals Review (54) ● BSICSKL 94 – Chemistry Fundamentals Review (54) ● BSICSKL 99 – College and Career Pathway Exploration for the Science Field (9-18)*
EMPLOYMENT PREPARATION CERTIFICATES
<p><u>Job Readiness Certificate of Completion (66)</u></p> <ul style="list-style-type: none"> ● VOCED 96 – Blueprint for Workplace Success (36) ● VOCED 97 – Blueprint for Customer Service (18) ● VOCED 98 – 30 Ways to Shine as a New Employee (12)
<p><u>Employment Readiness Certificate of Completion (72) *</u></p> <ul style="list-style-type: none"> ● BSICSKL 77 – Fundamentals for Workplace Success I – Teamwork (36) ● BSICSKL 78 – Fundamentals for Workplace Success II – Effective Communications and Leadership (36)
<p><u>Workplace Success I: Creative Leadership (108)</u></p> <ul style="list-style-type: none"> ● BSICSKL 72 - The Creative Edge: Outstanding Leadership (54) ● BSICSKL 79 - Creativity, Innovation, and Leadership (54)
<p><u>Workplace Success II: Creativity and Innovation in the Workplace (108)</u></p> <ul style="list-style-type: none"> ● BSICSKL 70 - Innovation: Igniting Creativity at Work (54) ● BSICSKL 76 - Successful Creativity and Innovation in the Workplace (54)
<p><u>Workforce Preparation and Career Success (90) *</u></p> <ul style="list-style-type: none"> ● BSICSKL 101 – Introduction to Workforce Opportunities (9-18) ● BSICSKL 102 – Workforce Opportunities I (18-36) ● BSICSKL 103 – Workforce Opportunities II (18-36)

*Awaiting approval by the State Chancellor's Office
 **(###) indicates maximum number of instructional hours



Courses and Certificates to Prepare you for College and a Career!

CAREER PREPARATION CERTIFICATES

Business Tools Certificate of Completion (36)

- VOCED 415 – Effective Business Terminology (18)
- VOCED 418 – Effective Business Correspondence (18)

Communicating in Business Certificate of Completion (36)

- VOCED 417 – Effective Business Communication (18)
- VOCED 419 – Business Communication for Interviewing (18)

Healthcare Careers Prep Certificate of Completion (36)

- VOCED 402 – Communication Skills for Healthcare Professions (18)
- VOCED 405 – Professionalism in Health Occupations (18)

Healthcare Services Certificate of Completion (54)

- VOCED 400 – Intro to Medical Terminology (18)
- VOCED 401 – Medical Documentation & Charting (18)
- VOCED 403 – Law & Ethics in Health Professions (18)

Pre-Nursing Career Preparation Certificate of Completion (54)

- VOCED 400 – Intro to Medical Terminology (18)
- VOCED 403 – Law & Ethics in Health Professions (18)
- VOCED 409 – Pre-Nursing Career Pathways (18)

Pre-Dental Career Preparation Certificate of Completion (72)

- VOCED 400 – Intro to Medical Terminology (18)
- VOCED 403 – Law & Ethics in Health Professions (18)
- VOCED 406 – Visual Spatial Percptns & Psychomotr Skills Trng (18)
- VOCED 407 – Preparation for the Dental Hygiene Program (18)

Facilities Management Certificate of Completion (54-72) *

- VOCED 123 – Facilities Project Management (27-36)
- VOCED 124 – Essentials of Facilities Management (27-36)

Trainer/Appraiser Real Estate Certificate of Completion (18) *

- VOCED 197 – Supervisor / Trainee Real Estate Appraiser (9) *
- VOCED 198 – Federal State Laws and Regs. for CA Appraisers (9) *

Conservation Education Certificate of Completion (36-80) *

- VOCED 222 – Conservation Education (18-40)
- VOCED 223 – Conservation Student Learning (18-40)

JOB TRAINING CERTIFICATES

Custodial Technician Preparation Certificate of Completion (99)

- VOCED 60 – Custodial Technician Training (63)
- VOCED 96 – Blueprint for Workplace Success (36)

In-Home Supportive Services (IHSS) Provider Certificate of Completion (108)

- VOCED 400 – Intro to Medical Terminology (18)
- VOCED 408 – In-Home Supportive Services Provider (90)

Administrative Assistant Certificate of Completion (153) *

- BSICSKL 44 - Reading and Writing for College and Career (45)
- VOCED 415 – Effective Business Terminology (18)
- VOCED 418 – Effective Business Correspondence (18)
- VOCED 288 – Computer Skills for the Workplace (54)
- VOCED 97 – Blueprint for Customer Service (18)

ACADEMIC PREPARATION CERTIFICATES

FOR ENGLISH LANGUAGE LEARNERS

College Readiness for the English Language Learner Certificate of Competency (45-81) *

- BSICSKL 75 – Intro to Post-Secondary Education (9)
- BSICSKL 5 – Academic Guidance (18)
 - VOCED 289 – Computer Basics for the ELL (18-54) OR
 - BSICSKL 27 – Foundations: Study Skills (18) OR
 - BSICSKL 73 – Industry Overview & Career Opportunities (18)

The Foundation of English Skills Certificate of Competency (162)

- ESLNC 61 – English as a Second Language 1 (54)
- ESLNC 62 – English as a Second Language 2 (54)
- ESLNC 63 – English as a Second Language 3 (54)

ESL Fundamentals I Certificate of Competency (270) *

- ESLNC 6 – English as a Second Language – 0 (216)
- VOCED 289 - Computer Basics for the Eng. Lang. Learner (54)

ESL Fundamentals II Certificate of Competency (252-432) *

- ESLNC 7 – English as a Second Language – I (36-216) *
- ESLNC 8 – English as a Second Language – II (216)

ESL Fundamentals III Certificate of Competency (432) *

- ESLNC 9 – English as a Second Language – III (216)
- ESLNC 15 – English as a Second Language – IV (216)

ESL Pathways Certificate of Competency (72-216) *

- ESLNC 18 – English as a Second Language V (36-108) *
- ESLNC 19 – English as a Second Language VI (36-108) *

JOB TRAINING CERTIFICATES

FOR ENGLISH LANGUAGE LEARNERS

Administrative Assistant for the English Language Learner Certificate of Completion (126-162)

- VOCED 415 – Effective Business Terminology (18)
- VOCED 418 – Effective Business Correspondence (18)
- VOCED 288 – Computer Skills for the Workplace (54)
- VOCED 97 – Blueprint for Customer Service (18)
- VOCED 412 – Vocational ESL C (18-54) *

ESL Fundamentals & Custodial Training Certificate of Completion (153) *

- VOCED 60 – Custodial Technician Training (63)
- VOCED 96 – Blueprint for Workplace Success (36)
- VOCED 410 – Vocational ESL A (54)

In-Home Supportive Services (IHSS) Provider for the English Language Learner Certificate of Completion (126-162) *

- VOCED 400 – Intro to Medical Terminology (18)
- VOCED 408 – In-Home Supportive Services Provider (90)
- VOCED 411 – Vocational ESL B (18-54) *

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