

ASSOCIATE DEGREES, CERTIFICATES OF ACHIEVEMENT AND SKILL CERTIFICATES

West Los Angeles College provides educational programs that lead to transferring to four-year colleges and universities, as well as career programs that lead to Associate Degrees, Certificates of Achievement, or Skill Certificates.

An **Associate of Arts (A.A.) or Associate of Science (A.S.) Degree** is granted to recognize a student's satisfactory completion of an organized program of study consisting of a minimum of 60 degree-applicable semester units including general education requirements and specific major requirements. A minimum GPA of 2.0 ("C") or better is required for an Associate Degree.

A **Certificate of Achievement** is issued in State-approved programs designed for students who are looking for instruction with a high degree of specialization. Certificate programs vary in length, but must have 18 or more semester units, and may be pursued on a full-time or part-time basis. Vocational certificate programs are usually one-year educational programs that offer courses needed to prepare students for immediate employment. A Certificate program is specific, and no course substitution will be permitted unless approved by the department. A grade of "C" or better is required in each course required for the major.

A **Skill Certificate** is issued by the college for programs requiring 17 semester units or less. Skill Certificates are designed for those students who have limited time, or who wish to limit their commitment to a particular field of study. Students may seek increased job-related specialization, job advancement, or preparation for new employment. Courses that make up a Skill Certificate often apply toward a Certificate Program or Associate Degree. A grade of "C" or better is required in each course required for the major. Always consult a counselor for verification.

Note: Skill certificates are not state-approved and are not included on transcripts. Only students completing state-approved degrees and/or certificates may participate in commencement.

During the final semester in which completion of requirements takes place, students should petition the Admissions office for Associate Degrees, Certificates of Achievement or Skill Certificates. Units earned toward a Certificate may be applied toward an Associate Degree of the same major.

A 2.0 GPA and completion of at least 12 units of work in residence and attendance at West Los Angeles College during the semester in which the requirements are completed is necessary for any certificate.

For both the degree and certificate programs, transcripts from all other colleges attended must be on file in the Admissions office.

Associate Degrees

- Accounting
- Administration of Justice
- Alcohol and Drug Studies
- Anthropology
- Art – Ceramics
- Art – Drawing and Painting
- Aviation Maintenance Technician
- Biology
- Business
- Business Administration
- Chemistry
- Child Development
- Computer Applications for Office Administration
- Computer Network and Security Management
- Computer Science Information Technology
- Computer Web Support and Database Administration
- Dental Hygiene
- Economics
- English
- Fire Technology
- French
- Geography
- Geology
- History
- Hospitality
- Liberal Arts in:
 - Arts and Humanities
 - Behavioral and Social Sciences
 - Health Professions
 - Math, Science, and Computer Science
- Management – Small Business
- Marketing
- Mathematics
- Music
- Paralegal Studies
- Pharmacy Technician
- Philosophy
- Physical Education
- Physics
- Political Science
- Psychology
- Real Estate
- Sociology
- Spanish
- Speech
- Travel

Certificates of Achievement

- Accounting
- Alcohol and Drug Studies
- Aviation – Aircraft Powerplant Technician
- Aviation – Airframe Maintenance Technician
- Business
- Business Application and Database Management
- Child Development
- Computer Applications for Office Administration
- Computer Network and Security Management
- Computer Network Management
- Computer Science Information Technology
- Film/TV Production Crafts
- Fire Technology
- Hospitality
- Hospitality – Event & Convention Planning
- Hospitality – Hotel Front Desk & Back Office Operations
- Hospitality – Hotel Sales & Marketing
- Legal Secretary
- Management – Small Business
- Network and Information System Security
- Paralegal Studies
- Pharmacy Technician – Basic
- Pharmacy Technician – Advanced
- Real Estate
- Travel – Advanced
- Web Support and Administration

Skill Certificates

- Administration of Justice – Fingerprint Classification
- Administration of Justice – Juvenile Corrections Officer
- Administration of Justice – P.C. 832 Arrest Course
- Administration of Justice – Probation Officer
- American Jewish Cultural Studies
- Art – Computer Graphic Arts
- Avionics
- Child Development – Administration and Supervision of ECE (Early Childhood Education)
- Child Development – Curriculum Development

- Child Development – Director/Private Preschool
- Child Development – Early Literacy Development
- Child Development – Family Day Care Providers
- Child Development – Infant and Toddler Studies
- Child Development – Health, Nutrition, Safety and Food Prep in Early Child Development Programs
- Child Development – Observation, Assessment and Guidance in ECE (Early Childhood Education)
- Child Development – School Age Programs
- Child Development – Special Needs Children
- Child Development – Administration and Supervision in Early Childhood Programs
- Child Development – Teacher/Private Preschool
- Cinema
- Composite Structures and Fabrication
- Geriatric Care Technician
- Geriatric Home Technician
- Management – Small Business – Entrepreneurship
- Music – Songwriters' Workshop
- Radio Broadcasting
- Real Estate Appraiser Trainee
- Real Estate Assistant
- Theater Arts
- Travel – Basic Travel

College Board Code for University Application 004964

For complete information on Transfer Associate Degree requirements, the student should refer to “Graduation Requirements” and to “Transfer Requirements” in this section. Lower-division requirements of four-year colleges and universities are found under “Transfer Requirements.” Because baccalaureate institutions differ in their majors’ requirements, it is vitally important for transfer students to consult with a counselor before registration to get the best available information about courses they need to take.