

East Los Angeles College



Continuing Education and Workforce Development – Adult Education/Noncredit Department

Welcome to East Los Angeles College! Thank you for enrolling in this course. This course is part of a sequence that leads to a certificate. East Los Angeles College will award you a certificate once the course requirements have been satisfied. If you would like to receive a Certificate of Completion, please fill out your contact information and sign below.

Have a great semester!

Name: _____ Student I.D. No. _____
Last First MI

Address: _____
Street and Apt.# City State Zip Code

Contact Number: _____ Email Address: _____

Student Signature: _____ Date: _____

Adult Education/CEWD Staff Use Only

NONCREDIT APPROVED LIST OF CERTIFICATES OF COMPLETION

(Submit One Form Per Certificate)

ACADEMIC PREPARATION/GED BASIC SKILLS:	TOP CODES:	VOCATIONAL EDUCATION:	TOP CODES:
☐ Basic Math Success	4930.41	☐ Automotive Fundamentals	0948.00
☐ Basic Skills Mathematics Preparation	4930.62	☐ Child Development – Care	1305.00
☐ Basic Reading Success	4930.70	☐ Child Development - Environments	1305.00
☐ Basic Writing Success	4930.21	☐ Child Development – Play	1305.00
☐ Foundations for Academic Preparation	4930.00	☐ Engineering Technologies & Applications	0953.00
		☐ Land Surveying	0957.00
ENGLISH AS A SECOND LANGUAGE:	TOP CODES:	☐ Programming And Apps	0934.00
☐ English as a Second Language – Level 1	4930.80	☐ Job Readiness	4930.12
☐ English as a Second Language – Level 2	4930.80	☐ Job Readiness And Career Exploration	4930.12
☐ English as a Second Language – Level 3	4930.80	☐ Workplace Skills	4930.12
☐ English as a Second Language – Level 4	4930.80	☐ Non-Medical In-Home Health Care Aide	1299.00
		☐ Pharmacy Clerk	1221.00
CERTIFICATE OF COMPETENCY:	TOP CODES:	☐ Introduction To Patient Transporting	1201.00
☐ English as a Second Language Communication Competency	4930.86	☐ Front Office Medical Assistant	1208.00
☐ Reading and Writing Foundations	4930.60	☐ Nutrition For A Healthy Lifestyle	0837.00
		☐ Sewing Essentials And Alterations	1006.00
		☐ Tailoring	1006.00
		☐ Custodial Technician Training	3005.00

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List all required courses for the Certificate Requested

Course	Semester Completed	Grade Received

Admissions/Staff Use Only

Date Input in PeopleSoft: _____

Received by Admissions: _____ Logged in Petman: _____ Evaluation by: _____

☐ Winter ☐ Spring ☐ Summer ☐ Fall Completion Date: _____ Issue Date: _____

☐ **APPROVED** ☐ **DENIED** Reason for Denial: _____

Certificate Issue by Adult ED/CEWD (Init): _____ Date Student Notified: _____

Comments: _____

Date last revised: 5/29/2020