

Skills Certificate Application Procedure

1. Check the college catalog to make sure that you have taken all the necessary courses. Your calculated GPA will be in the computer as soon as instructors have turned in their grade sheet to the Admissions Office.
2. Please designate which certificate you are applying for. You must also include the correct title of your certificate or your request will be returned.
3. When you have obtained all the necessary documents, please attach them to this form and submit them to the Admissions Office (E1-105).
4. If the admissions office approves your request, the CEWD office will issue the certificate and then mail it to you. You will be notified if your request has been denied. This Process takes approximately 8-10 weeks.

Approved List of Skills Certificates 2019-2020

Administration of Justice:

Chief Officer	(2133.03)
Community Service Officer	(2105.07)
Correctional Studies	(2105.00)
Custody Assistant Officer	(2105.10)
Field Probation Officer Core	(2105.25)
Fingerprint Classification	(2105.01)
Juvenile Correction Officer Core	(2105.09)
LASD Crime Scene Investigation for Detectives	(2105.42)
Patrol Operations	(2105.06)
Peace Officer of the State of California	(2105.50)
Public Safety Dispatcher	(2105.05)
Security Officer	(2105.30)
Supervisory Training	(2105.04)
Traffic Investigator	(2105.03)
Emergency Medical Technician	(1250.01)
Fire Academy Training	(2133.00)
Fire Officer	(2133.02)

Allied Health:

Health/Services Careers Foundational	(1201.00)
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Architecture:

Architectural CAD-3D Modeling	(0201.02)
Architectural CAD-AutoCAD	(0201.09)
Architectural Detailing	(0201.08)
Architectural Graphics	(0201.07)
Architectural History	(0201.06)
Architectural Professional Practice I	(0299.01)
Architectural Professional Practice II	(0299.02)

Art Department:

Basic Graphics Technology	(0620.10)
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Automotive Technology:

Undercar Specialist	(0948.07)
Automotive Customer Service Management	(0948.08)

Business Administration:

Accounting Assistant	(0502.01)
Advanced Accounting Specialist	(0502.02)
Advanced Government Accounting Specialist	(0502.00)
Computer Essentials	(0701.01)
Cyber Security	(0701.01)
Micro Business Management	(0506.02)
Accounting Using Quickbooks Pro	(0502.05)
Real Estate Agent	(0511.05)
Real Estate Escrow	(0511.03)
Real Estate Sales	(0511.04)

Child, Family & Education:

Associate Teacher: Teacher- Certificate I	(1305.11)
Children with Special Needs Emphasis	(1305.21)
Family Child Care Provider	(1305.00)

Computer Applications & Office Technologies:

Global Trade & Logistics – Import & Export	(0508.00)
Global Trade & Logistics- International	
Trade & Transportation	(0508.00)
Leadership in Global Logistics	(0510.00)
Logistics Clerk	(0501.01)
Logistics Material Handling Certification	(0510.03)
Logistics Specialist	(0501.02)
Social Media	(0514.09)

Engineering and Technologies:

A+ Certification Training	(0934.03)
Engineering Graphics	(0953.00)
LabVIEW Certification	(0934.10)
Land Surveying Technician Skills Certificate I	(0901.00)
Land Surveying Technician Skills Certificate II	(0957.30)
Network +	(0934.04)
Programming Certification	(0934.10)
Programming and Problem Solving	(0901.01)
Rocketry Level 1 Certification	(0950.10)
Sustaining Energy Certification	(0934.00)

Kinesiology:

Kinesiology Athletic Coach	(0835.00)
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Media Arts:

Black and White Darkroom Laboratory	
Processing	(1012.11)
Portrait Photography	(1012.23)

Psychology:

Prevention Specialist	(2104.40)
Addiction Studies Recovery Specialist	(2104.40)

Theater:

Acting	(1006.00)
Costume Construction	(1006.00)
Costume Design and Application	(1006.00)
Directing	(1006.00)
Language & Dialects for Performance	(1006.00)
Makeup Design & Application	(1006.00)
Script Analysis	(1006.00)
Shakespearean Acting	(1006.00)
Stagecraft	(1006.00)
Theatrical Lighting	(1006.00)
Wardrobe Attendant	(1006.00)

Admissions/Staff Use Only	Date Input in PeopleSoft: _____
Received by Admissions: _____	Logged in <u>Petman</u> : _____
<input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Fall Completion Date: _____ Issue Date: _____	
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED Reason for Denial: _____	
Certificate Issue by CEWD (Init): _____	Date Student Notified: _____
Comments: _____	