

*Please use blue or black ink.*

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Name as it should appear on Certificate: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ Student ID: \_\_\_\_\_

**Check the certificate(s) you are applying for:**

**Administration of Justice**

- \_\_\_\_\_ Basic Law Enforcement Academy I (15 units)
- \_\_\_\_\_ Basic Law Enforcement Academy II (10 units)
- \_\_\_\_\_ Basic Law Enforcement Academy Module I (14 units)
- \_\_\_\_\_ Basic Law Enforcement Academy Module II (9 units)
- \_\_\_\_\_ Basic Law Enforcement Academy Module III (6 units)
- \_\_\_\_\_ Criminal Investigations Specialist (15 units)
- \_\_\_\_\_ Criminal Law Specialist (12 units)

**Appliance Service Technology**

- \_\_\_\_\_ Heating, Ventilation, and Air Conditioning (14.5 units)

**Automotive Technology**

- \_\_\_\_\_ Automotive Chassis Specialist (8 units)
- \_\_\_\_\_ Air Conditioning Specialist (3 units)
- \_\_\_\_\_ Engine Performance (16 units)
- \_\_\_\_\_ Engine Repair & Machining Specialist (6.5 units)
- \_\_\_\_\_ Smog Technician Specialist Certificate (15.5 units)
- \_\_\_\_\_ Transmission Specialist (8 units)

**Business**

- \_\_\_\_\_ Accounting Clerk/Bookkeeper (12 units)
- \_\_\_\_\_ Administrative Assistant (9 units)
- \_\_\_\_\_ Basic Medical/Clerical/Medical Records Clerk (7 units)
- \_\_\_\_\_ Basic Clerical (7.5 units)
- \_\_\_\_\_ Business Computer Skills (5 units)
- \_\_\_\_\_ Business Literacy Skills (6 units)
- \_\_\_\_\_ Business Transfer Preparation (17 units)
- \_\_\_\_\_ Entrepreneurship/Small Business Start-Up (11 units)
- \_\_\_\_\_ Fundamental Business Skills (6 units)
- \_\_\_\_\_ Front Office/Medical Billing/Medical Coding (10 units)
- \_\_\_\_\_ Legal Secretary (16.5 units)
- \_\_\_\_\_ Small Business Management and Operations (15 units)

**Child Development**

- \_\_\_\_\_ Associate Teacher Permit Coursework (12 units)
- \_\_\_\_\_ Assistant Teacher Permit Coursework (6 units)
- \_\_\_\_\_ School Age Associate Teacher (12 units)
- \_\_\_\_\_ School Age Development and Education Skill Certificate (17 units)
- \_\_\_\_\_ Specialization – Site Supervisor/Program Director (6 units)
- \_\_\_\_\_ Specialization – Infant Toddler Care (6 units)
- \_\_\_\_\_ Specialization – School Age Child Care (6 units)
- \_\_\_\_\_ Specialization – Curriculum in Early Childhood Education (6 units)
- \_\_\_\_\_ Specialization – Special Needs Care & Education (6 units)

**Computer Science**

- \_\_\_\_\_ Core Competencies (12 units)
- \_\_\_\_\_ Foundation (11 units)
- \_\_\_\_\_ Game Design (15 units)
- \_\_\_\_\_ PC Repair Technician (7.5 units)
- \_\_\_\_\_ Web Design (10 units)

**Emergency Medical Services**

- \_\_\_\_\_ Emergency Medical Technician I (6 units)
- \_\_\_\_\_ Emergency Medical Technician Recertification (1 unit)

**FIRE Technology**

- \_\_\_\_\_ Basic Academy (15 units)
- \_\_\_\_\_ Fire Prevention (15 units)
- \_\_\_\_\_ Basic Protection (15 units)

**Management and Supervision**

- \_\_\_\_\_ Communication Skills for Managers (6 units)
- \_\_\_\_\_ Decision Making Skills for Managers (6 units)
- \_\_\_\_\_ Human Resource Management Skills (6 units)
- \_\_\_\_\_ Leadership Skills for Managers (6 units)
- \_\_\_\_\_ Planning Skills for Managers (6 units)

**Real Estate**

- \_\_\_\_\_ Real Estate Sales (9 units)

**Travel Marketing**

- \_\_\_\_\_ Cruise Travel Specialist (8 units)
- \_\_\_\_\_ Home-Based Travel Specialist (17 units)
- \_\_\_\_\_ Travel Marketing – Level I (12 units)

**World Languages**

- \_\_\_\_\_ American Sign Language (6 units)
- \_\_\_\_\_ Cultural Competence in Modern World Languages (13-15 units)
- \_\_\_\_\_ Spanish Certificate of Proficiency (5 units)

**Please submit this form to the Admissions Office upon completion of all courses applicable to the certificate.**

Signature: \_\_\_\_\_ Date of Application: \_\_\_\_\_