

Application for Los Medanos College Skills Certificate 2013 - 2014

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)

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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)

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: _____