

Career Development and College Preparation Certificates of Competency

Title of Non Credit Certificate: Fundamental Writing Skills Certificate of Competency

Program Discipline: English as a Second Language

COURSE NAME	COURSE #	HOURS
Fundamental Writing Skills 1	ESLN-065W	54
Fundamental Writing Skills 2	ESLN-075W	54
	Total Hours:	108

Competencies:

1. Communicate clearly, effectively, and creatively in writing at the word, phrase, clause, sentence, paragraph, and essay levels, reviewing and reflecting on your writing and learning, and collaborating with others to support your continual development.
2. Pay attention to recognize and self-improve pronunciation difficulties, speech challenges, writing complications, listening complexities, and reading issues that may impede successful engagement and interaction, finding humor and responding with wonderment and awe to support your doing so.

A certificate of competency (college preparation) may be awarded for students completing noncredit courses in a prescribed pathway, approved by the Chancellor's Office, that prepares students to take credit coursework, including credit ESL.

A noncredit certificate of competency means a document confirming that a student enrolled in a noncredit educational program of noncredit courses has demonstrated achievement in a set of competencies that prepares him or her to progress in a career path or to undertake degree-applicable or non-degree-applicable credit courses.

The certificate of competency must include the name of the certificate and the date awarded, by identified by a Taxonomy of Programs (T.O.P.) Code number and program discipline, and list the relevant competencies achieved by the student.