

COLLEGE AND WORKFORCE PREPARATION

LONG BEACH CITY COLLEGE Curriculum Guide for Academic Year 2009-2010 Noncredit Certificates of Completion

ALL INFORMATION CONTAINED HEREIN IS SUBJECT TO CHANGE WITHOUT NOTICE.

For possible updates to this guide please refer to the following website: <http://osca.lbcc.edu>

CAREER OPPORTUNITIES

BASIC SKILLS FOR THE WORKPLACE: The Certificate in Basic Skills for the Workplace will certify that students have achieved the basic skills of reading, writing and computation necessary for the workplace. Furthermore, this certificate will verify that students have demonstrated skill achievement at levels that are necessary for pursuing high-skill, high-wage employment.

DEPARTMENT INFORMATION

For more department information on the Basic Adult Education (BAE) program you may call 562-938-3991. For more information on the English as a Second Language (ESL) Department you may call 562-938-3037.

NONCREDIT CERTIFICATES OF COMPLETION

FOR OFFICE USE ONLY: 4118

Name of Certificate: Basic Skills for the Workplace

REQUIRED COURSES			Units	In Progress	Completed Grade
	BAE 601A	Adult Basic Education: Literacy Development	0		
	BAE 601B	Adult Education: Basic Skills/GED	0		
TOTAL UNITS			0		

Total Units: None. Student must log in a minimum of 57 contact hours of laboratory work.

Completed Grade: None. The student must complete the required assessment/proficiency exams in reading, writing, and mathematics for each course with a score of 80% or above in each required assessment/proficiency exam.

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Name of Certificate: English for Everyday

REQUIRED COURSES			Units	In Progress	Completed Grade
	ESL 640	English for Everyday	0		
	ESL 641	English for Everyday	0		
	ESL 642	English for Everyday	0		
	ESL 643	English for Everyday	0		
	ESL 644	English for Everyday	0		
	ESL 645	English for Everyday	0		
	ESLLC 699	Basic Skills for ESL Students (at least 18 hours)	0		
TOTAL UNITS					

Total Units: None. Completion of ESL 645 (a minimum of 234 hours)

Completed Grade: None. For these Promotion/Retention courses, students must earn 70% or higher in each course to pass.

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Name of Certificate: Reading Skills for ESL Students

REQUIRED COURSES			Units	In Progress	Completed Grade
	ESL 602A	English for Everyday	0		
	ESL 602B	English for Everyday	0		
	ESL 602C	English for Everyday	0		
	ESL 602D	English for Everyday	0		
	ESL 602E	English for Everyday	0		
	ESL 602F	English for Everyday	0		
	ESLLC 699	Basic Skills for ESL Students (at least 18 hours)	0		
TOTAL UNITS			0		

Total Units: None. Completion of ESL 602F (a minimum of 72 hours)

Completed Grade: None. For these Promotion/Retention courses, students must earn 70% or higher in each course to pass.

Students interested in transferring to a university to continue their study in this field of concentration or other majors are strongly advised to consult an LBCC academic counselor and refer to the ASSIST website (www.assist.org) for major preparation information. Counselors can clarify the different major and admissions requirements at a university. Students may visit the Student Success/Transfer Services Center to access further educational resources. If you need to set up an appointment to see a counselor or schedule the SOAR Test, call LAC (562)938-4561 or PCC (562)938-3920.