

# COLLEGE AND WORKFORCE PREPARATION

Curriculum Guide for Academic Year 2017-2018

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Students planning to **transfer** to a four-year college or university should refer to the ASSIST web site at [www.assist.org](http://www.assist.org) and **consult a counselor** before beginning a program of study. Please call 562-938-4561 for the LAC, or (562) 938-3920 for PCC to schedule a meeting with a counselor. Students may also wish to visit the Transfer Center on either campus.

Program of study leading to: <u>Certificate of Completion</u>			
<b>REQUIRED COURSES – College and Workplace Readiness: 4118</b>	<b>UNITS</b>	<b>In Progress</b>	<b>Completed Grade</b>
BAE 601A                      Basic Skills Development	0		
BAE 601 B                    Basic Skills Development II	0		
<b>Total Units</b>	<b>0</b>		
Students must log in a minimum of 54 contact hours of laboratory work. 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.			
<b>REQUIRED COURSES – English for Everyday: 4116</b>			
Students must complete the required assessment/proficiency exams in reading, writing and mathematics. Students must complete one of the TWO (2) options.			
<b>REQUIRED COURSE (Option 1):</b>			
ESL 645                      English for Everyday 5	0		
<b>Select TWO (2) from the following courses (Option 1)</b>			
ESL 640                      English for Everyday 0	0		
ESL 641                      English for Everyday 1	0		
ESL 642                      English for Everyday 2	0		
ESL 643                      English for Everyday 3	0		
ESL 644                      English for Everyday 4	0		
ESLLC 699                    Basic Skills for ESL Students ( at least 18 hours)	0		
<b>Option 1 TOTAL UNITS</b>	<b>0</b>		
<b>REQUIRED COURSE (Option 2):</b>			
ESLLC 699                    Basic Skills for ESL Students (at least 18 hours)	0		
<b>In Addition, Select ONE (1) course from the following courses:</b>			
ESL 640                      English for Everyday 0	0		
ESL 641                      English for Everyday 1	0		
ESL 642                      English for Everyday 2	0		
ESL 643                      English for Everyday 3	0		
ESL 644                      English for Everyday 4	0		
<b>Option 2 TOTAL UNITS</b>	<b>0</b>		
<b>Note:</b> Students must master 70% or higher of the course concepts in order to be promoted into the next course in the sequence.			

**REQUIRED COURSES – Reading Skills for ESL Students: 4117**

Students must choose from Option 1 or Option 2 to complete the certificate:

**REQUIRED COURSE (Option 1):**

ESL 602F	Reading Skills for ESL students 6	0		
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**In Addition, Select TWO (2) courses from the following (Option 1):**

ESL 602A	Reading Skills for ESL Students 1	0		
ESL 602B	Reading Skills for ESL Students 2	0		
ESL 602C	Reading Skills for ESL Students 3	0		
ESL 602D	Reading Skills for ESL Students 4	0		
ESL 602E	Reading Skills for ESL Students 5	0		

**Option 1 TOTAL UNITS 0**

**REQUIRED COURSE (Option 2):**

ESLLC 699	Basic Skills for ESL Students (at least 18 hours)	0		
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**In Addition, Select ONE (1) course from the following (Option 2):**

ESL 602A	Reading Skills for ESL Students 1	0		
ESL 602B	Reading Skills for ESL Students 2	0		
ESL 602C	Reading Skills for ESL Students 3	0		
ESL 602D	Reading Skills for ESL Students 4	0		
ESL 603E	Reading Skills for ESL Students 5	0		

**Option 2 TOTAL UNITS 0**

**Note:** Students must master 70% or higher of the course concepts in order to be promoted into the next course in the sequence.

**Noncredit Certificate of Competency, College and Workplace Readiness:**

The certificate in College and Workplace Readiness will certify that students have achieved the basic skills of reading, writing, computation and basic technology, financial and goal clarification necessary for success in pre-transfer level college courses. Furthermore this certificate will verify that students have demonstrated skill achievement at levels that are necessary for pursuing high-skill, high wage employment.

**Noncredit Certificate of Competency, English for Everyday:**

Students completing English for Everyday certificate will possess the English language skills necessary for most daily activities. They will have sufficient speaking, listening, reading, and writing skills for a wide variety of occupations such as retail, hospitality, transportation, or manufacturing. (Students must complete minimum of 234 hours).

**Noncredit Certificate of Competency, Reading Skills for ESL Students:**

Students completing the certificate will possess an English language reading level adequate for most daily activities. They will be ready for employment positions requiring the completion of forms, following written direction and instructions, and understanding short narratives. (Students must complete a minimum of 72 hours)